

## MPASC- General Meeting Minutes

**Date:** 21<sup>st</sup> April 2024

**Meeting Open:** 11.00 am

**Chairperson:** John Skewes

1. **Present:** : J. Skewes, B. McWhirter, J. Carr, I. Carr, A. Whitbourne, J. LeLaen, L. LeLaen, J. McCulloch, M. Pilgrim, Y. Martin, G. Pavitt, D. Barnes, T. Peters, G. Waterson, A. Lewicki, B. Curran, M. Hickey, R. Tickner, J. Brennan, A. Brennan, C. Tzaidas, Y. Tzaidas, M. Forbes, K. Dalton, S. Dalton (Sam), S. Dalton (Sheree), C. Ferris, R. Waldron, J. Lonsdale, E. Henderson, A. McCoy, S. Turner, P. Hirschl.
2. **Apologies:** V. Tzaidas, W. Pfeffer, N. Parker, N. Hord, T. Blackford, M. Brennan.

3. **Minutes of the Previous Meeting (General Meeting held 12<sup>th</sup> March 2024)**

**Moved:** J. Carr

**Seconded:** A. Whitbourne

4. **Matters Arising from the Minutes:**

### **Item 1 (Previous Item 2) Grant Applications – Current Status:**

1. Central Coast Council (Community Activities/Programs Grants) – \$5000 (Purchase of a Drone). Grant successful. \$3899 approved by Council and deposited to Club's account. Waiting on expenditure by Jim (LeLaen)
2. Federal Government – 2023 Volunteers Grant (Fuel Expenses - \$2129). Funding of \$1500 approved. Waiting for funds to be deposited.
3. Level the Playing Field Program 2023/2024 - \$875,000 – Clubhouse 2<sup>nd</sup> Story Extension Project. Grant application submitted. Decision expected in March 2024.
4. Lake Macquarie Council - Women in Sport Festival (March 2024) - \$670 for MPASC to hold our Ladies Day Race on Saturday 2<sup>nd</sup> March 2024.

**Item 2 (Previous Item 72) Water leak in the Storeroom:** Andy (Whitbourne) advised Council had installed a temporary line until the tree on the lakeside of the clubhouse was removed, then something more permanent will be installed.

**Action Item:** Andy (Whitbourne) to monitor Council's response to fixing the water leak.

### **Item 3 (Previous Item 75) Erosion issue along the foreshore and beneath the Club's Boat Ramp:**

Andy (Whitborne) advised he had not been able to meet up with Tyrone, who was going to organise the cement pump truck to deliver any leftover cement to the club and squirt it under the ramp to fill the gap. Andy stated we should look at an alternate solution to fix the issue, perhaps using bags filled with cement to fill the gap.

**Item 4 (Previous Item 83) Flag Sets for Regattas:** Mick (Forbes) stated that Whitworths had flag sets available for around \$40 which would meet the needs of the club.

**Action Item:** The Commodore to organise the purchase of a flag set from Whitworths.

**Note:** Following the meeting Jenny Brennan offered to donate a full flag set to the club.

**Item 5 (Previous Item 86) Clubhouse 2<sup>nd</sup> Story Extension Project:** Andy (Whitbourne) had previously advised two quotes had been obtained, one from DACH Constructions (\$875,000) and the second from Weyn Construction (\$1.14M). A grant application for \$875,000 has been submitted, by the Club's Grant Coordinator (Nilli Parker), under the State Government's "Level the Playing Field Program 2023/24 grant program". A decision is not expected until March 2024. If successful construction would need to start in September 2024.

**Item 6 (Previous Item 87) Equitable Access and Usage Policy:** Nikki (Parker) previously briefed the meeting of the need for the club, as part of the application for the Level the Playing Field Program, to commit to a Statement of Intent that gender equality is considered and prioritised in all current and future planning, policy, service delivery, and practice, as they relate to community sports infrastructure. A draft Equitable Access and Usage Policy has been developed but needs to be finalised by 30<sup>th</sup> June 2024, to remain eligible for funding under the Level the Playing Field Program. Over the coming months, as a committee, we will continue to address, develop, and consider the priorities of planning and delivery of this policy and how they relate to our community, members, and our infrastructure.

**Action Item:** The Committee to complete our Equitable Access and Usage Policy by 30<sup>th</sup> June 2024.

**Item 8 (Previous Item 91) Pontoon Cracking:** Andy (Whitbourne) had previously advised some cracking was evident on the pontoon at the end of the jetty. Nick (Hord) volunteered to have a closer inspection, to determine what action is needed to fix the issues. Andy also stated we should consider a "No Mooring" sign, to discourage boats from tying up to the pontoon. The Commodore advised the "No Mooring" signs were now displayed at the end of the jetty and that he would follow up with Nick.

**Action Item:** Nick (Hord) to inspect the pontoon for cracking.

**Item 10 (Previous Item 97) Removal of the first Tree on the lake side of the Clubhouse:** Andy (Whitbourne) advised the tree and damaged concrete at the base had been removed and remedial action taken to the ground. **ITEM CLOSED.**

**Item 11 (Previous Item 98) Sailing Rules Night:** Mick (Pilgrim) advised he would organise a "Sailing Rules" night prior to the start of the 2024 – 2025 season.

**Action Item:** Mick (Pilgrim) to organise a "Sailing Rules" night.

**Item 14 Drone Grant - Central Coast Council (Community Activities/Programs Grants):** The Commodore had previously advised Council had provided \$3899 in funding for the club to purchase a drone. Jim (LeLaen) has been authorised to source a suitable drone to meet the club's needs.

**Action Item:** Jim (LeLaen) to price a suitable drone for the club.

**Item 16 Annual Presentation Function:** The Club's annual Presentation function will be held on Saturday 18<sup>th</sup> May 2024 at the Community Hall, Dunvegan St Mannering Park, starting at 5.30pm. Nikki (Parker) has confirmed the booking for the hall with Central Coast Council, and has approached the same caterers as last year to confirm their availability and pricing. Billy Goat Catering has confirmed their availability and has offered the same costs as last year's function. "Big Jim" (Jim Lonsdale) has confirmed he will be the MC for the evening and John Roy has confirmed he will handle the sound and electronics for the function. A TryBooking event has been opened and members have started to make their bookings. The Commodore advised he has set invitations to all of our Partners/Sponsors as well as our State Member, Yasmin Catley.

**Item 17 Adult Learn to Sail Class:** Andy (Whitbourne) advised 5 participants had successfully completed the adult learn to sail class. **ITEM CLOSED.**

**Item 18 PayPal Account:** The Treasurer (Con Tzaidas) advised a PayPal account for the club had been opened. **ITEM CLOSED.**

**Item 19 Sea Scout Group Sailing Day:** Brenton (Curran) had previously proposed the club support the local Sea Scout Group by holding a sailing day (not on a competition day) to allow a number of sea scouts the opportunity to sail on a yacht. The proposal was accepted by the Meeting provided the participants register in the club's TryBooking system and each participant obtains a SailPass for the day from Australian Sailing. Brenton would discuss the proposal with the Sea Scout Group.

**Action Item:** Brenton (Curran) to discuss the proposal with the Mannering Park Sea Scout Group. Bruce (McWhirter) to open an event in TryBooking once a date has been agreed.

5. **Reports**

**Treasurer's Report:** As per report presented at the AGM.

**Race Committee Report:** NIL Report.

**Regatta Committee Report:** NIL Report.

6. **Correspondence In:**

- Nil.

7. **Correspondence Out:**

- Nil.

8. **General Business.**

**Item 22 Hire of the Clubhouse and Club Boats/Vessels:** The Commodore stated that following from the meeting held on 12/9/2023 a policy needed to be established that sets out costs associated with hiring the clubhouse for functions as well as hiring the club's boats/vessels. After some discussion the following charges were passed by the Meeting:

A. Hire of the clubhouse for functions:

- (1) Members – no cost.
- (2) Non-Members - \$180 plus a \$400 bond.

B. Club Boat Hire:

(1) Training Boats:

- i. Members - \$5 per day.
- ii. Non-Members - \$35 per day plus \$500 bond.

(2) Support Vessels:

- i. Members - \$5 per day plus fuel.
- ii. Non-Member Organisations - \$175 per day plus a \$500 bond, plus fuel.

**Action Item:** The Commodore to draft a suitable policy for the hire of the clubhouse and club boats/vessels.

**Item 23 Election of Club Officials:** The Commodore declared all club official and sub-committee positions vacant, and the following members were elected as Club Officials and Sub-committees:

**Handicap Committee (Yachts – Saturday)** – Mick Pilgrim, Brenton Curran, Warren Pfeffer.

**Handicapper (Catamarans and Dinghies – Saturday)** – Warren Pfeffer

**Social Coordinator** – Vacant

**Canteen Manager** – Janet Carr.

**Club Captain** – Vacant

**WHS (Work Health & Safety) Officer** – Vacant

**Public Officer** – Patrick MacGregor.

**Twilight Coordinator** – Mick Pilgrim.

**Twilight Handicapper** – Mick Pilgrim.

**Twilight Timekeepers** – Anne Lewicki, Ken Douglas, Andy Brennan, Jenny Brennan

**Member Development and Training Coordinator** – Andy Whitbourne.

**Publicity Officer** – Nikki Parker.

**Web Master** – Bruce McWhirter.

**Club Licensee** – John Skewes.

**Grants Coordinator** – Nicki Parker.

**Partnerships (Sponsors) Coordinator** – Ken Dalton.

**Volunteers Coordinator** – Jim LeLaen.

**Members Coordinator** – Vacant

**Youth Committee** – Lucy LeLaen.

**Child Protection Coordinator** – Jeannette Mangan.

**Assistant Treasurer** – Brenton Curran.

**Regatta Committee** – Michael Forbes, Andy Whitbourne, Jim LeLaen, Emily Henderson, Danielle Barns, Sheree Dalton, Mick Pilgrim.

**Race Committee** – Andy Whitbourne, Mick Pilgrim, Warren Pfeffer, Emily Henderson, Jim LeLaen.

**Protest Committee** – Michael Forbes, Jim McCulloch, Darcy Wilson.

**Equipment Auditors** – Andrew Whitbourne, Michael Forbes, Kevin Cook, Mick Pilgrim, Rob Blanch.

**Item 24 Fee Structure for Season 2024 - 2025:** The Commodore stated he had done some analysis of the club's operational income and expenditure and presented the findings: Based on the P&L report for last year (April 2023 to March 2024) and excluding Grant income and Grant expenditure, and the Canteen income and expenditure, the financial position of the sailing operations of the club for that period shows our total operational income from all sources was \$38,202.02, and our total operational expenditure was \$45,476.04, giving us an operational loss of \$7,274.02 (19% loss). Our three Regattas were profitable by \$8,827.22, but our end of year function ran at a loss to the tune of \$2,089.57.

The Commodore continued by stating we have a number of options as to what the club can do:

Option 1: Operational Income should cover Operational Expenditure, so we should increase membership and race fees by 19% (Adult Sailing Membership by \$21 to \$131, Junior Membership by \$17 to \$105, and Family Membership by \$50 to \$315. Race fee per race would increase by \$3 to \$20 per race).

Option 2: Accepting that the club's canteen will always make some sort of profit, last season \$20395.24 (up by \$8256.79 from \$12,138.45 last year), which more than covered the operational loss and still gave the club an overall net profit of \$18680.21 - so leave the membership and race fees the same.

Option 3: Acknowledge that costs are continuing to raise in our current environment and to mitigate these raising costs increase membership and race fees by the CPI of 5.6% (CPI rate for the year ending 31 January 2024) - Adult Sailing Membership by \$10 to \$120, Junior Membership by \$7 to \$95, and Family Membership by \$15 to \$280. Race fee per race would increase by \$3 to \$20 per race).

After some discussion the Meeting elected Option 3 as the fee structure for Season 2024 -2025. Note: increases have been rounded to simplify payments.

**Item 25 Membership for Twilight Races:** The Meeting discussed what requirements the club should adopt for participation in the Twilight competition. The Commodore stated he would prefer the races to continue as a "social" competition but recognised the importance of ensuring all participants having insurance cover. To ensure all participants have insurance cover for the Twilight competition the Commodore proposed that one member of the boat must be a full financial member of the club, while all other crew must be a social member of the club. All the social members are required to obtain a "SailPass", from Australian Sailing, for every race they participate in. The proposal was second by Jim (LeLaen) and passed by the Meeting.

**Action Item:** The Vice Commodore (Yachts) to write this requirement into the Sailing Instructions.

**Item 26 Website Modernisation:** Bruce (McWhirter) advised he had been speaking with a Web developer, he uses with his IT business, who would re-develop and modernize the club's website, specifically to make it more mobile friendly and responsive. The cost to modernize the website was discounted down to \$1600 (incl GST). Bruce's proposal was second by Jim (LeLaen) and approved by the Meeting.

**Action Item:** Bruce (McWhirter) to organise the re-development and modernisation of the club's website.

**Item 27 ILCA (Laser) Coast Championship Regatta – October 2024:** The Commodore advised he had received a request from Kevin Phillips (ILCA Association) to hold the ILCA (Laser) Coast Championship Regatta at Mannering Park in October 2024. Kevin provided the following information:

1. ILCA would take entries and provide hand outs (T shirts or the like) and prizes.
2. ILCA would provide a PRO for the regatta.
3. ILCA would prepare the NoR and SIs and have these approved by MPASC.
4. ILCA would do the scoring and manage class compliance.
5. MPASC would provide and man start/finish, and mark laying boat/s.
6. ILCA would pay MPASC \$2,000 to host the event.
7. MPASC would provide its facilities, including canteen facilities for the regatta.
8. ILCA would run the presentation for the regatta. If MPASC provides a sausage sizzle (or the like) following the presentation, this would be funded by ILCA.

The request was discussed and approved by the Meeting, with the weekend 12<sup>th</sup> – 13<sup>th</sup> October proposed as a suitable date. The Commodore stated he would contact Kevin and advise him of the club's decision.

**Action Item:** The Commodore to advise Kevin Phillips of the club's decision.

**Item 14 Drone Grant - Central Coast Council (Community Activities/Programs Grants):** The Commodore had previously advised Council had provided \$3899 in funding for the club to purchase a drone. Jim (LeLaen) has been authorised to source a suitable drone to meet the club's needs.

**Action Item:** Jim (LeLaen) to price a suitable drone for the club.

**Item 28 Grant for a New Solar System:** Andy (Whitbourne) stated the club's solar system was now some 15 years old and would need replacing in the near future. The Meeting agreed with Andy's assessment and proposed we look into a suitable grant to fund the replacement.

**Action Item:** Andy (Whitbourne) and Nikki (Parker) to look into a suitable grant to fund the replacement of the club's solar system.

**Item 29 Childsafe Commitment Statement:** Jim (LeLaen) tabled a draft "Childsafe Commitment Statement" for comment. The Commodore stated the Executive Committee would examine the document and provide comments.

**Action Item:** Executive Committee to examine the document and provide comments.

**Item 30 Timing of future AGMs:** Yves (Martin) proposed future AGMs be delayed to 12 (midday) instead of 11am to allow members to attend other commitments. The proposal was second by Jim (Lonsdale) and after some discussion accepted by the Meeting.

**Action Item:** The Commodore to move future AGMs to a 12 midday start.

**Long Term Issues.**

**Disposal of the Club's Flying Ants:** The Club's Flying Ants fleet will be sold off.

**Action Item:** Ken (Dalton) and Jim (LeLaen) to manage the sale of the Flying Ants.

**Renewal of Council Lease:** Council is working through the renewal of the lease, as it is with all other long-term leases within the council area. Until the lease was finalized the Club would continue a month-to-month lease arrangement.

**Renewal of RSA Qualifications for Club Members:** Any club member undertaking the RSA training or renewing their RSA would be reimbursed the cost of the course by the Club.

**Future NSW Youth Regattas:** The Commodore advised he had written to Australian Sailing stating the club would be interested in hosting a future NSW Youth Regatta, but we needed to have a number of key infrastructure projects completed before we would be in a position to host this event.

**Meeting Closed: 12.47 pm.**