Yealm Yacht Club

**Management Committee Meeting**

**Minutes of the meeting held on Monday 8th January 2018**

**6.30pm at the Yealm Yacht Club**

**Present:** Andrew Beveridge (AJB), Duncan MacPherson (DM), Barbara MacKay (BM), David Lort (DL), Tony Goodfellow (TG), Mervyn Wheatley (MW), Allan Baldwin (ALB), Diana Baumer (DB)

**AGENDA**

1. Apologies - Apologies were received from Chris Kirkham and Laraine Kirkham
2. Minutes of last meeting. These were accepted as a true record.
3. Matters Arising from Minutes of 27th November. The following outstanding actions have been progressed.
* The agreed date for the Commodores Cup is the 19th May. A team has been raised. The Devon Yawl Open will take place the same weekend.
* Agency chef, Henry, cooked for the annual Bridge Club Luncheon as Pat Parkes was unavailable. It was well received.
* AJB has written to James Service about his boat.
* A notice has been sent out to all members updating the club membership charges. Records will be amended.
* DM has spoken to Harry about the website. There are no winter opening times on the website. AJB will contact him again about whether he is willing and able to continue helping with the website .
* CK not present to report back on the water meter situation

1. Health and Safety

DM stated that the First Aid Course for Yachtsmen scheduled for January 13th at YYC has been postponed until April due to lack of participants.

**Action DM to confirm date**

AJB reported that when the roof is being repaired ( this will take place between Monday and Wednesday on a date to be confirmed), the kitchen will not be able to be used as there will be no access to the fire escape during this time. As a consequence the Tuesday Bridge Club supper will need to be prepared off-site.

**Action – AJB to co-ordinate**

1. Financial Report BM presented the Treasurer’s Report which had previously been circulated to the committee . November’s results showed that bar purchases were high in November and therefore the margin was lower than predicted. BM felt this would even out in December’s figures. Although bistro revenue was low in November there were wage cost savings which meant that the margin was only £300 worse than forecast. Costs were well controlled and were £780 below forecast.

BM presented a very comprehensive paper outlining the 2018 Budget projections for next year. In order to achieve a surplus of £26K next year she stated we would need to keep an eye on bistro wages and membership numbers. Bar prices are due to be reviewed in April and ALB raised the point that he never has contact with St Austell Brewery as it was usually LK who met with them.

**Action AJB invited ALB to attend the next meeting with St Austell Brewery**

1. Sub Committee Reports

Sailing DM reported that the Sailing Programme for 2018 was now on the Notice Board and he would put copies on the Bar. He has asked Harry to put the programme onto the club website.DM reported that there would be more races finishing in Newton Ferrers this coming year. DM said that Scott McCready had offered to sponsor half the cost of a band for the Devon Yawl Nationals and that AJB would sponsor half the cost of a band for the Ballad Nationals. LK had also raised the possibility of a band for BBQ Night on the day before the Trebeurden Race.

Social LK was not present to report to the meeting about social events past and future. AJB stated that unless there were substantially more participants, Burn’s Night would probably be cancelled .AJB reported that he was trying to fill Wednesday evenings with speakers once a month. The Environmental Group were due to meet this Wednesday. AJB and DM confirmed that approximately 30 people were booked for the Sailor’s Confessional Supper , but they expected this number to increase and there were 6 confessional speakers.

**Action DM to send out a reminder to members about the Confessional Supper**

Capital Projects Work on the till system is scheduled to happen in the next week. Two or three training sessions will be arranged for staff. The proposed reconfiguration of the back room was discussed. It is hoped that Martyn Cawse will get the project out to tender by the end of January. The work needs to be completed by the end of April.

**Action TG and AJB to co-ordinate training sessions for staff**

1. Membership TG reported that the IT system was down at present. There appears to be a problem with Open Reach. TG stated that there are currently 447 members plus some partners, plus cadets, and there are 120 senior and 30 honorary senior members , making a total of 857 members. There have been 58 resignations in the last year.

AJB reported that Luscombe Maye wanted to offer a 3 month YYC membership for every house they sell. The committee felt this should only be offered for one month and only to new arrivals in the locality. It should also be extended to Marchand Petit. The motion was proposed and seconded.

**Action AJB to contact Luscombe Maye and Marchand Petit**

1. Correspondence Nil to report.
2. House Maintenance AJB reported that he had purchased a new ice-maker for the bar. AJB stated that a number of light bulbs in the bar needed replacing.

**Action DL to replace faulty bulbs**

1. Website & Publicity Issues already covered.
2. Training Lucy Provenzano has written to AJB raising the issue of training for new staff. This was discussed and it was agreed that new staff need to know what to do.

**Action AJB to organise a chief front of house staff member to deliver training sessions for bistro staff in Ann Provenzano’s continued absence and to provide written instructions to bistro staff.**

1. AOB Price Increases.

Quiz Night and Speakers evenings. AJB has received a letter from Mrs Dee who does not object to a 50p price rise for supper on quiz nights from £8.50 to £9.00. AJB has also had verbal confirmation from Peter Brown (NNEG) that there is no objection to the 50p increase for supper.

Wednesday night sailor’s supper in summer.

It was reported that those members who attend Sailor’s Suppers in summer do not feel there should be a price rise. It was agreed that the price would remain the same and Sailor’s Supper would be renamed Bar Supper.

Tuesday YYC bridge club night.

Catering for Tuesday bridge club night is currently undertaken by a group of volunteers and is £10 for 2 courses. This will remain the same. AJB reported that he hoped to be able to get a paid chef to cook on Tuesday evenings in summer. This might cost up to £80 which would still keep the evening profitable. This would not be an agency chef but a direct contractor.

Wednesday speakers night in winter.

It was agreed that food would be served at 6.30pm before the meeting at 8pm.

Special Events.

It was agreed that special events e.g. New Years Eve should be ticketed and paid for in advance. However it was agreed there should be no deposit taken for group bookings in the Bistro.

**Next Meeting - Monday, February 5th 2018 at 6.30pm at YYC**