Yealm Yacht Club

**Management Committee Meeting**

**Minutes of the meeting held on Monday 28th November 2017**

**7pm at the Yealm Yacht Club**

**Present:** Andrew Beveridge (AJB), Chris Kirkham (CK), Duncan MacPherson (DM), Laraine Kirkham (LK), Tony Goodfellow (TG), Mervyn Wheatley (MW), Allan Baldwin (ALB), Diana Baumer (DB)

**AGENDA**

1. Apologies - Apologies were received from Barbara MacKay, and David Lort
2. Minutes of last meeting. These were accepted as a true record.
3. Matters Arising from Minutes of 23rd October. The following outstanding actions have been progressed.
* George Buckland has now cut back the brambles and the garden is clear.
* Graham Hogg has increased the amount he pays for use of the grass area behind the YC to £150 p.a.
* Capital Project works are now underway and the new till system will hopefully be up and running by the New Year.
* Stay Dry Roofing will undertake the cellar roof work in the next 2 weeks. AJB has written to Martyn Cawse to thank him for his help in this matter.
* AJB has written to Newton School PTA declining sponsorship for the recent firework event.
* All agreed actions in relation to managing the current staffing at the Bistro and John Provenzano’s sick leave have been carried out (as per extra-ordinary meeting held on 20th November)
1. Health and Safety

DM confirmed that a First Aid Course for Yachtsmen would be held on **January 13th** at YYC.

1. Financial Report In the absence of BM, AJB presented the Treasurer’s Report which had previously been circulated to the committee . CK asked whether it would be possible for BM to produce a cumulative year on year graph. October’s results showed that bar revenue was good but food sales were poor. A cumulative loss of £20K from the Bistro has been mitigated by an allocation of £8K from Bar revenue. AJB felt there were savings to be made from food sales. There has been a discussion between AJB and ALB about bar prices. The general feeling was that they should be held until April. LK reported that St Austell Breweries were currently holding the wine prices. Following a recent Social Committee Meeting LK was proposing a few changes to the current wine list with the introduction of some new wines in the New Year.

**Action** BM to present the 2018 Budget at the next Management Committee Meeting **.** The management committee to revisit bar pricing in April.

1. Sub Committee Reports

Sailing DM said there were 2 new members on the sailing committee; Ian Kennedy as Yacht Secretary and Arthur Peters who is going to put together a local cruising programme.DM reported that there was no-one to run the Community Sailing next year as the Williams were going to run the Sailing Cadets instead.The Commodore’s Cup is probably scheduled for next May which is not convenient for YYC because there are other events scheduled then.

**Action** AJB to talk to the Commodore of the RWYC

Social Minutes from the recent committee meeting have been circulated. LK reported that the Sparkle Party on the 25th November had been a great success. 98 tickets had been sold and the Bar took £1000. Looking ahead, The Big Lunch is fully booked with 60 people attending plus a possible further 8. 60 people were booked for New Year’s Eve. There is no menu yet as it is still unclear whether John Provenzano will be back.LK felt there should be pre-ordering from the menu to make things easier and this will be discussed with the chef when we know who will be cooking on New Year’s Eve. LK will be collecting deposits for this event next week. ALB reported that everything was in place for Carols at the YYC on the 19th December. There will be a 20 minute break half way through. It is open to all with no tickets.

Looking into the new year, on Tuesday 2nd January the Bridge players annual lunch is booked for 35-40 people. Pat Parkes is to be asked to cater for it.

**Actions** LK to collect deposits for the New Year’s Eve dinner.

DB and LK to decorate the YC for Christmas on 30th November. AJB to buy a Christmas tree.

 AJB to contact Pat Parkes about the Bridge players annual lunch.

1. Capital Projects An on-site meeting with the architect Andy Coughlan was held at 6.30pm prior to the Management Committee Meeting. The proposed reconfiguration of the back room was discussed. The project is now out to tender and estimates for the work are expected in early January.
2. Membership TG circulated an excellent paper “ 2018 Membership Fee Proposal” to the committee prior to the meeting in which it was proposed to increase subscriptions in line with inflation. After some discussion ,it was agreed by the committee.

**Action** After the 15th December a notice will be sent out to all members updating the charges and records will be amended.

1. Correspondence Club member John Sentence has asked whether YYC wishes to buy his boat. The committee thought this would not be possible.

**Action** AJB to write a response to him.

1. House Maintenance TG reported that the WiFi extension was now working better.
2. Website & Publicity DM reported that he had asked Harry Hawken to put something onto the website for him but it hadn’t yet happened. TG said he had told Harry that if he was having problems with the website , to contact him.

**Action** AJB to speak to Harry

1. Training ALB asked whether there would be set days for till training.AJB stated that we need to establish whether Ann Provenzano was going to return to work as this would make a difference to any training (including till training) other casual members of staff need.

**Action** AJB to try and contact Ann to discuss her intentions.

1. AOB Bistro Cost Savings. AJB outlined the proposed mechanism for cost saving which he had set out in his e-mail to the committee prior to the Management Meeting . There was discussion and agreement that there was room for cost savings some of which (food purchasing) could be done in conjunction with John Provenzano when he returned. Water Meter. CK enquired as to whether the YYC was on a water meter as the monthly cost of water to the YYC is currently about £300. AJB was unsure but thought the charges would be on a business rate.

**Action** CK to investigate the water meter situation.

**Next Meeting - Monday, January 8th 2018 at YYC**