



Royal Brighton Yacht Club

The Sailors' Club

GENERAL COMMITTEE MINUTES

Monday 29th November 2021, 6PM Zoom Teleconference

- **PRESENT:** Peter Strain, John Mooney, Paul Jenkins, Brett Heath, Peter Demura, Niesje Hees, Kalpana Merrett, Cath Hurley, Marnie Irving, Murray Cowdell, Peter Gebhardt, Philip Hall.

- **APOLOGIES:** Nil

- **PREVIOUS MINUTES:**

True and accurate record

MOVED: Paul Jenkins **SECONDED:** Kalpana Merrett **CARRIED**

- **CORRESPONDENCE:**

Fire Suppression System, Fuel Shed – It was agreed that this system should be upgraded. It was thought that the quote of \$2985+GST was very competitive however comparative quotation required to meet due diligence standard. Action PH

Quotation provided for 11 Air Purification Units. Discussion took place regarding what is the best system. Advice to be sought from mechanical engineer independent of contractors. The benefit of members 'feeling safe' at the club. MI to follow up with experts related to medical facility.

PB letter regarding the safety of a piece of equipment in the gym. The original letter was received in April 2019. We have had independent advice from the equipment installer that the location is safe supported by Ian Serpless PS to write to PB. Advice received below.



Royal Brighton Yacht Club

The Sailors' Club

Attention: Peter Strain

Commodore Royal Brighton Yacht Club

253 The Esplanade, Brighton. Vic. 3186.

Dear Sir,

I've taken a look at the Matrix half rack in the gym at RBYC.

As per photos in the current location there is 35cm & 37cm of clearance for loading of the weight on the bar. This is in line with gyms of limited space and conforms OHS regulations and concerns.

I have also taken measurements of the space it is in and used foam rollers to lay out where we discussed the unit might be moved to.

I have added an extra 30cm of space to the left side roller to accommodate.

The machine will fit but it will be quite imposing any other location and will require removal of other equipment and other units will also have to be moved as there are no other suitable locations.

In summary, the Head of Sales from the suppliers has originally positioned this equipment in the best possible space available when originally designing the Layout of the Gym several years ago

Kind Regards,

Kermaan Irani

Service Technician Vic.

Kermaan Irani: Head Service Technician, has 25 years of experience in Installations of all Major Fitness Centres in Australia / Victoria.

▪ OH & S RISK MANAGEMENT

The process has been developed as follows:

- 1- Collating Current Risk Management plan
- 2- Develop process of recording new risks
- 3- Actions & Responsibility for mitigating risk.
- 4- Each sub-committee to review their area
- 5- Assign priorities
- 6- Regularly review



Royal Brighton Yacht Club

The Sailors' Club

- **FINANCE REPORT:** Taken as read.
- PH comment that wage percentage is high as we are currently employing agency staff to keep operating.
- JM asked that the agency wages be broken down to establish the additional wages that we are currently paying.

Motion: Finance Report be accepted

MOVED: Peter Demura

SECONDED: Peter Gebhardt **CARRIED**

- **GENERAL MANAGER'S REPORT:** taken as read.

It was established that Parks Vic have installed pedestrian counters on Middle Brighton Pier.

- **SAILING MINUTES & REPORT:** taken as read
 - BH updated the GC regarding the Sailing results system implemented by Paul Pascoe. He thanked Paul for his continuing input.
 - BH reported on the running of the Peter Taylor trophy SYC have included it in their season aggregate and we should do the same next year to incentivise participation.
 - With the splitting of the fleet into divisions we now have the opportunity of sailing different courses for each division.
 - KP asked about Happy Fleet. It is a crew matching system, further work will be done with assessing of PP's system and Happy Fleet.
 - GM entries low, classes will be contacted.
- **MEMBERSHIP REPORTS:** taken as read
 - CH discussed that new member interviews were proceeding well and thanked the GC members who have been conducting these.
 - Further discussion regarding identifying Motor Boat owners to set up a sub-group. Potentially invite them to a forum. SC to discuss.
 - New members to be approved Proposed CH seconded KP - Carried
- **CRUISING GROUP REPORT:** taken as read
 - Wyndam Harbour trip was good
 - Cruising Group Calendar has been added to website
- **AQUATIC REPORT:**
 - Nothing to report



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- **IDAG MINUTES:** Taken as read.
 - Niesje Hees advised that this group is looking at a webinar to forward the communications regarding proposed General Committee qualification.
- **STRATEGIC ASSET SUB COMMITTEE**
 - Documentation of what assets exists is ongoing.
 - The ToR documentation was approved.
 - The cost of ownership of assets was discussed and asked if this could be included.
- **SOCIAL**
 - The ToR for this sub-committee need to be established and approved by GC. CH & NH agreed to speak with the participants and give a clearer direction to the numerous good ideas.
- **CLEANER SAILING:** Taken as read
 - Swap meet during George Mac proposed, exact details TBD
- **GENERAL BUSINESS:**
 - JM proposed that we set up a steering group to evaluate the Marina maintenance & potential changes into the future. This was proposed by PS, seconded by PD - Carried
 - NH suggested that we continue to meet via zoom, this was generally accepted. BH advised that the SC will meet 10 x a year by zoom and 2 x a year in person.
 - JM reported that the solar system is working well however the reporting system is having a few communication issues.
 - A discussion took place regarding the Marina Maintenance reserve and its visibility in our accounts. Further discussion with FSC to take place.
 - CH asked about the results of the dredging. A completion survey is pending (now received attached to these minutes)
 - The December General Committee meeting will be a short meeting followed by dinner date Thursday 16th December 2021

MEETING CLOSED:

8:13 pm

NEXT MEETING: Thursday 16th December 2021

Entire Service and Maintenance Pty Ltd

ABN: 36 083 650 695
ACN: 083 650 695
67 - 69 Thistlethwaite Street
South Melbourne VIC 3205
Tel: 03 9699 4777



ENTIRE

ROYAL BRIGHTON YACHT CLUB
253 ESPLANADE
MIDDLE BRIGHTON
VIC 3186

Quote No: 56717
Cust No: RBYC
Date: 11/10/2021 08:34
Contact: HANNAH CATCHPOLE

Site Address:
ROYAL BRIGHTON YACHT CLUB
253 ESPLANADE
MIDDLE BRIGHTON VIC 3186

Project Type: MECHANICAL SERVICES

Project Name: AIR PURIFICATION SYSTEM

Hannah,

We have pleasure in submitting our quotation to supply and install an air filtration and disinfection system at the above site.

We propose a system manufactured by 'Aura' (refer brochure attached) which can be surface mounted on walls or ceilings. These units can provide air quality data via an app. The 'Aura' units uses a 4 step filtration process which comprises of (a) pre filtration, (b) bacterial filtration, (c) air ionisation and (d) UV light treatment.

As final locations are yet to be determined, we have not allowed for electrical connection. Each unit will require a simple powerpoint which your site electrician can do.

Scope of Works

01. Attend site and markup location of filtration units on wall and ceilings.
02. Confirm location of new powerpoints where required with RBYC electrician.
03. Based on floor area, supply and install 11 filtration units.
04. Once powerpoints have been installed, return to site and install 11 off 'Aura' units.
05. Test operation and confirm app connections operate.

Productid	Description	Qty	Price	Total
	SUPPLY AND INSTALL AURA FILTRATION SYSTEMS	11.000	\$2,070.00	\$22,770.00

Quotation Amount:	\$22,770.00
GST:	\$2,277.00
Total Including GST:	\$25,047.00

TERMS AND CONDITIONS:

- Payment terms are strictly 30 days from date of invoice unless negotiated otherwise;
- All equipment installed under this agreement remains the property of Entire Service and Maintenance Pty Ltd until the invoice and further costs associated are paid in full;
- This quote is based on the client accepting Entire Service and Maintenance Pty Ltd clarifications, exclusions and terms and conditions and shall not be overridden by other terms and conditions;
- This quotation is valid for a period of 30 days from the date of issue after which time is subject to change.

EXCLUSIONS:

Unless nominated in the 'Scope Of Work', the following items are excluded from this proposal:

- Builders work, penetrations, patching & painting;
- After-hours work;
- Replacement and / or repair of existing plant, equipment and installations;
- Costs associated with the use of lifting equipment such as cranes and scissor lifts;
- Upgrade of electrical switchboard and / or electrical supply cables;
- Upgrade of mains gas and / or gas supply pipes;
- Upgrade of water supplies, valves and pumps;
- Costs associated with acoustic, structural or mechanical engineers and building surveyors;
- Isolation and de- isolation of fire alarms, smoke detectors and sprinkler systems.

CLARIFICATIONS:

- The client acknowledges the fire and mechanical services system settings and equipment installed or maintained by Entire must not be altered by another party under any circumstances.
- Entire Service and Maintenance Pty. Ltd. is not responsible for any loss arising from the non-performance of the system where alterations to the system have been made by any other party;
- If alterations to the fire or mechanical systems are required we recommend you contact Entire Service and Maintenance Pty. Ltd. or any properly qualified maintenance contractor you may have engaged before those alterations are undertaken so that the integrity of the fire and mechanical system can be maintained;
- The client will immediately notify Entire Service and Maintenance Pty Ltd if it notices a malfunction or failure of the equipment;
- Where instructed by Entire Service and Maintenance Pty Ltd the client will ensure the work area is free and clear of construction debris, desks and other equipment. This is to ensure safe, free and clear access to the work area. Whilst Entire Service and Maintenance Pty Ltd will take reasonable care to minimise damage, we take no responsibility for damage caused to building fittings, carpets, desks, computers, cabling, ceilings, walls, equipment and other ancillary items during our work. It is the responsibility of the client to identify these items and remove / relocate them prior to commencement of works.

If you have any questions or would like to proceed with the works please contact our office.

Yours faithfully

Entire Service and Maintenance Pty Ltd

Kon Athanasiadis

Services Operations Manager

Phone: 9699 4777

Mobile: 0418 323 634

Email: kon.athan@entire.com.au



www.fireboy.com.au

ABN 525018 97232

ROYAL BRIGHTON YACHT CLUB Inc
253 The ESPLANADE
Middle Brighton

13.09.21

Attention: Mr Phil Hall – General Manager

Re FUEL SHED – RBYC

Dear Phil,

After pondering the RBYC fuel shed for many decades I feel it is time to be proactive and send the following proposal to you to bring the fire protection within the shed up to requirements.

The current fire protection in the shed is antiquated and quite possible no longer functioning.

What we have there are the old Pyrogen Solid block Potassium based Russian Rocket Fuel....yes that's right. These days its branded as STATEX Aerosol Generators.

This stuff uses fire to fight fire. The wick ignites the solid potassium block and it becomes an Aerosol air born agent. It's not something that you would want to inhale and I could not vouch for its safety or effectiveness.

What I am proposing the club invests in is a FM200 clean agent fire suppression system supplied by Fireboy. The system propped is a standalone system that does not require a power source and it is a frangible bulb type activation at 79 deg C.

We offer:

- Continuous protection
- Automatic operation
- Peace of mind
- Often detects and suppresses a fire before you know.
- Why would you NOT protect your property and it's surrounding occupants

The system comes with its own mounting bracket and Brendan could install it in 30 minutes.

Quotation Price: \$2,895 plus GST if applicable

I trust the above gives you a positive indication of our offer and should you require additional information please do not hesitate to contact me.

Yours Faithfully,

Peter Coleman

FPEng MSFPE RBP



ROYAL BRIGHTON YACHT CLUB INC.

Financial Reports

for the four months ended

31th October 2021

16/11/2021

Royal Brighton Yacht Club
253 Esplanade, Middle Brighton
VIC, 3186

Dear Board Members,

RE: Royal Brighton Financial Results – October 2021

Below is a summary of the Club's financial results for October 2021 as well as accompanying commentary.

Financial Results October 2021:

The financial reports for the period have been prepared on a calendar month basis for the period from 1st October to 30th October 2021.

As Melbourne's restrictions began to ease from the 22nd October due to the vaccination targets being met. The Club was able to re-open and provide dine-in service to its customers and members, this means the Club had only 9 days of active trading. Furthermore, the Club had to face more challenges with the shortage of staff due to the government's requirement for the staff to be fully vaccinated in order to work. Despite these challenges, the Club was able to achieve a substantial improvement in revenue compared to the past couple of months.

The total Catering revenue improved but still short of budget by \$156k for the month. Membership, Marina, and Hardstand revenue also improved from month to month, however, they are also below budget by \$5.2k and \$6.1k respectively. The additional income that the Club has received in October was \$80k of government grants under the Licensed Hospitality Venue Fund program.

From an expenditure perspective, the majority of the expenses have been kept to a minimum except for \$70k under Repairs & Maintenance in Marina to the Parks Victoria for the dredging work. The total employment cost ratio is also on the rise as the casual staff are coming back to work and more staff are required on-site to monitor and to stay in compliance with the government's restrictions.

The venue's cash balance has been reduced by \$200k compared to last month. the cash outflow is mainly driven by large payments to the creditors such as rent payment and dredging work to Parks Victoria and affiliation fees to Australian Sailing. Please note, the September-21 BAS and October-21 IAS are large upcoming liabilities that the Club has to service by end of November in which OTH will assist in negotiating with the ATO for a payment plan if it is required.

In summary, the Club has generated \$53.7k Operating Profit for the month, which is \$4.7k above budget. Overall the year-to-date operating profit stands at \$331.3k against a budget of \$82.8k.

Please see the table below, the total employment cost ratio to total revenue (excluding government grants) for the last three months as well as last year.

Aug-21	Sept-21	Oct-21
41%	33%	44%

Aug-20	Sept-20	Oct-20
52%	42%	39%

Please note the upcoming statutory liabilities listed below:

Upcoming Liabilities	Amount	Due Date
FY20-21 Payroll Tax	\$12,078.94	07/12/2021
FY20-21 Payroll Tax	\$12,078.94	07/03/2022
FY20-21 Payroll Tax	\$12,078.93	07/06/2022
September-21 Quarter GST	\$144,019.00	25/11/2021
October-21 Super	\$8,348.17	28/11/2021
October-21 IAS	\$24,468.00	21/11/2021
Total	\$213,071.98	

The Balance Sheet of the Club reflects the latest known financial position as at the end of October 2021 and I can confirm that the Club is up to date with all statutory payments and lodgements.

As always, I encourage queries and discussion over the financial accounts. Please feel free to contact me should you have any queries or wish to discuss it.

Kind Regards,



Freddie Deegan

Director – On Tap Hospitality

RBVC Financial Results October 2021

In October, the Club recorded a net operating surplus of \$54k, \$5k above budget, and a net deficit of \$36k compared to a budgeted deficit of \$52k. Total income for October was \$315k, \$91k below budget. Given the Club was closed for the first three weeks and opened under tight capacity restrictions in late October, it is not surprising that catering revenue was \$156k below budget, while marina and sailing income were also below budget. In October the Club received \$80k in State Government financial assistance for hospitality and licenced premises. Total expenses were \$58k below budget due substantially lower wages while the large increase in maintenance costs relative to budget is due the RBVC's contribution to the channel dredging currently underway. Despite the lower wages, the total employment cost ratio increased to 44% compared to 33% in September. The increase reflects the return to work of the catering staff, increased staff numbers to ensure a COVID compliant environment and also the increased cost of casual hospitality staff. The year to date net deficit is \$41k and almost \$320k better than projected. A breakdown of the net deficit across the major club functions sees catering contributing +\$25k, marina and hardstand +\$81k, while sailing and membership reported "deficits" of \$17k and \$130k respectively. The cash balance at the end of October was \$1.5m and since then the Club has made substantial payments including a total of \$169K for the September BAS and October IAS liabilities. As at 23rd November the cash balance remained at \$1.5m. The main challenges the Club faces as it opens up are rising operating costs, including food and labour, and a lack of hospitality staff. As an indication of the pressures on hospitality staff costs, in the week ending 14th November catering wages as a percentage of revenue were 65% compared with 40% for the same time last year. Moreover, ongoing maintenance requirements and statutory payments will draw cash from the Club.

Royal Brighton Yacht Club Profit & Loss - Summary

	October 2021			Year to Date		
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$
Income						
Catering Revenue	61,726	218,000	-156,274	248,286	740,700	-492,414
Membership Income	62,946	68,150	-5,204	247,423	272,600	-25,177
Marina, Hstand & Storage	92,226	97,486	-5,260	334,012	369,872	-35,860
Sailing Income	4,975	5,850	-875	23,223	24,100	-878
OTB Income	9,396	9,417	-21	9,500	22,867	-13,366
Other Revenue	83,464	7,234	76,230	293,740	28,919	264,821
Total Income	314,733	406,137	-91,404	1,156,184	1,459,058	-302,874
Catering Cost Of Sales	33,424	71,067	-37,643	119,041	243,509	-124,468
Gross Profit	281,309	335,070	-53,761	1,037,143	1,215,549	-178,406
Expenses						
General Operating Expenses	13,108	25,104	-11,996	54,720	86,866	-32,146
Professional Fees	7,179	7,450	-272	22,199	29,800	-7,601
Equipment Expenses	164	2,025	-1,861	7,447	8,100	-653
Insurances, Licenses & Rego	10,898	15,148	-4,250	43,713	60,207	-16,494
Advertising & Promotions	2,682	3,210	-528	9,376	12,840	-3,464
Occupancy Costs	15,389	37,700	-22,311	67,121	155,800	-88,679
Debt Recovery Costs	-9,091	700	-9,791	-10,840	17,800	-28,640
Maintenance & Repairs	81,905	17,014	64,891	113,260	113,229	31
Internal Club Expenses	109	725	-616	286	2,900	-2,614
Sailing Expenses	1,120	4,725	-3,605	7,651	12,875	-5,224
Employment Expenses	104,107	172,239	-68,132	380,499	632,291	-251,792
Total Expenses	227,570	286,039	-58,470	705,831	1,132,707	-426,876
Operating Surplus	53,739	49,031	4,709	331,312	82,843	248,470
Total Other Income	0	39	-39	1	154	-153
Total Other Expenses	89,557	101,427	-11,869	372,231	402,436	-30,205
Net Surplus/(Deficit)	-35,818	-52,358	16,539	-40,918	-319,439	278,522

Other Financial Metrics

	Oct. 2021 \$	Sept. 2021 \$	Oct. 2020 \$
CAPEX	1,500	44,843	2,376
Cash at Bank	1,524,683	1,711,650	1,209,368

Royal Brighton Yacht Club Profit & Loss by Operating Function – Year to Date, October 2021

	Catering \$	Marina, Hardstand & Storage \$	Sailing & OTB \$	Membership , Admin & Other \$	Total \$
Income					
Catering Revenue	248,286	0	0	0	248,286
Membership Income	0	0	0	247,423	247,423
Marina, Hstand & Storage	0	334,012	0	0	334,012
Sailing Income	0	0	23,223	0	23,223
OTB Income	0	0	9,500	0	9,500
Other Revenue	165,393	0	21,147	107,200	293,740
Total Income	413,679	334,012	53,869	354,623	1,156,184
Catering Cost Of Sales	119,041	0	0	0	119,041
Gross Profit	294,638	334,012	53,869	354,623	1,037,143
Expenses	0	0	0	0	0
General Operating Expenses	27,086	0	357	27,277	54,720
Professional Fees	0	0	0	22,199	22,199
Equipment Expenses	2,619	0	0	4,827	7,447
Insurances, Licenses & Rego	0	0	0	43,713	43,713
Advertising & Promotions	73	0	0	9,304	9,376
Occupancy Costs	24,252	49	49	42,770	67,121
Debt Recovery Costs	0	0	0	-10,840	-10,840
Maintenance & Repairs	0	87,559	10,056	15,645	113,260
Internal Club Expenses	0	0	0	286	286
Sailing Expenses	0	0	5,294	2,357	7,651
Employment Expenses	215,702	0	26,743	138,054	380,499
Total Expenses	269,731	98,008	42,499	295,593	705,831
Operating Surplus	24,907	236,005	11,371	59,030	331,312
Total Other Income	0	0	0	1	1
Total Other Expenses	0	155,053	28,191	188,987	372,231
Net Surplus/(Deficit)	24,907	80,952	-16,821	-129,955	-40,918

Royal Brighton Yacht Club Balance Sheet - Summary

Account Name	August 2021 \$	September 2021	October 2021
Assets			
Current Assets			
Total Trading Bank Accounts	1,684,530	1,724,709	1,557,426
Total Floats	2,742	2,628	2,436
Total Clearing Accounts	-9,721	-14,669	-33,688
Total Debtors	443,334	375,618	352,942
Total Receivables	-576	-7,835	567
Total Prepayments	121,463	140,338	123,931
Total Stock	53,898	56,269	58,526
Fixed Assets	0	0	0
Total Property	5,130,403	5,134,264	5,092,036
Total Marina & Hardstand	947,718	915,525	882,369
Total Plant & Equipment	278,390	274,387	270,255
Total Boats	310,746	304,208	297,743
Total Intangible Assets	0	0	0
Total Assets	8,962,927	8,905,442	8,604,544
Liabilities	0	0	0
Total Trade Creditors	88,879	202,549	61,482
Total Accruals	86,391	62,791	64,136
Total GST and Statutory Liabilities	207,465	172,702	178,924
Total Employee Provisions	136,348	137,778	145,536
Total Bonds & Other Liabilities	37,654	37,654	37,654
Total Deferred Income- Members	656,805	597,297	542,668
Total Deferred Income- Marina	788,295	750,882	707,411
Total Bank Loans	1,147,120	1,117,164	1,087,072
Total Other Finance	862,406	841,479	830,331
Total Liabilities	4,011,363	3,920,295	3,655,215
Net Assets	4,951,563	4,985,147	4,949,329
Total Equity	4,951,563	4,985,147	4,949,329

Peter Demura

Honorary Treasurer

23nd November 2021

Balance Sheet [Multi-Period]

August 2021 To October 2021

		August	September	October
1-0000	Assets			
1-1000	Trading Bank Accounts			
1-1010	BOM- Business Chq Acc**157544	\$41,683.11	\$2,964.77	\$14,158.38
1-1015	BOM- MbrShp Marina Acc**098419	\$1,621,044.81	\$1,699,941.45	\$1,521,464.54
1-1020	BOM Coll Term Deposit x043	\$17,065.12	\$17,065.12	\$17,065.12
1-1025	BOM- Yachting Foundation x141	\$2,262.10	\$2,262.67	\$2,262.67
1-1031	BOM-Business Access Saver x391	\$2,474.89	\$2,474.91	\$2,474.93
	Total Trading Bank Accounts	\$1,684,530.03	\$1,724,708.92	\$1,557,425.64
1-1100	Floats			
1-1105	Cash on Hand	\$1,000.00	\$1,000.00	\$1,000.00
1-1110	Till Floats	\$1,400.00	\$1,400.00	\$1,400.00
1-1125	Petty Cash	\$341.67	\$227.72	\$36.14
	Total Floats	\$2,741.67	\$2,627.72	\$2,436.14
1-1200	Clearing Accounts			
1-1210	Cash Clearing	-\$9,904.36	-\$14,828.59	-\$44,269.80
1-1250	Eftpos Clearing	\$183.75	\$159.82	\$10,581.87
	Total Clearing Accounts	-\$9,720.61	-\$14,668.77	-\$33,687.93
1-1300	Debtors			
1-1310	Trade Debtors	\$8,711.97	\$13,246.37	\$11,038.80
1-1330	Other Debtors	\$443,038.37	\$370,788.62	\$350,319.92
1-1340	Provision for Doubtful Debts	-\$8,416.78	-\$8,416.78	-\$8,416.78
	Total Debtors	\$443,333.56	\$375,618.21	\$352,941.94
1-1350	Receivables			
1-1355	Members Control Account	-\$576.18	-\$7,835.25	\$567.43
1-1370	Cruising Group Account	\$45,242.52	\$45,172.52	\$45,172.52
1-1375	Cruising Group Clearing Acc	-\$45,242.52	-\$45,172.52	-\$45,172.52
1-1380	Icebergers Clearing Account	\$210.00	\$251.95	\$371.95
1-1390	Icebergers Group Account	-\$210.00	-\$251.95	-\$371.95
	Total Receivables	-\$576.18	-\$7,835.25	\$567.43
1-1400	Prepayments			
1-1410	Prepayments - General	\$41,579.05	\$67,854.29	\$58,846.12
1-1420	Prepaid Insurance	\$56,383.03	\$49,335.15	\$42,287.27
1-1425	Prepaid Workcover	\$20,686.16	\$20,686.16	\$20,686.16
1-1430	Prepaid Interest	\$2,814.74	\$2,462.89	\$2,111.07
	Total Prepayments	\$121,462.98	\$140,338.49	\$123,930.62
1-1600	Stock			
1-1610	Inventory- Beverage	\$36,837.79	\$37,973.21	\$37,485.42
1-1611	Inventory-Beverage non-alcohol	\$3,344.99	\$5,408.37	\$4,196.69
1-1630	Inventory- Food	\$4,605.29	\$3,808.00	\$8,363.04
1-1650	Inventory- Clothing & Merch	\$9,110.26	\$9,079.46	\$8,481.28
	Total Stock	\$53,898.33	\$56,269.04	\$58,526.43
1-1710	Property			
1-1713	Club House Leasehold at Cost	\$9,132,832.23	\$9,177,675.22	\$9,177,675.22
1-1714	Amortisation Club House Imp	-\$4,716,472.57	-\$4,749,140.55	-\$4,783,050.67
1-1715	Yard Leasehold Imp at Cost	\$180,929.18	\$180,929.18	\$180,929.18
1-1716	Amortisation Leasehold Yard	-\$175,213.08	-\$175,311.69	-\$175,413.58
1-1717	ROU Assets - Parks Victoria	\$204,025.04	\$199,388.10	\$194,751.16
1-1718	Amortisation Parks Victoria	-\$111,286.33	-\$111,286.33	-\$111,286.33
1-1719	ROU Assets - Bayside City Council	\$701,485.24	\$697,906.24	\$694,327.24
1-1720	Amortisation Bayside City Council	-\$85,896.38	-\$85,896.38	-\$85,896.38

Balance Sheet [Multi-Period]

August 2021 To October 2021

		August	September	October
	Total Property	\$5,130,403.33	\$5,134,263.79	\$5,092,035.84
1-1721	Marina & Hardstand			
1-1723	Marina Leasehold Imp at Cost	\$7,938,844.32	\$7,938,844.32	\$7,938,844.32
1-1724	Amortisation Leasehold Marina	-\$7,011,606.90	-\$7,043,441.35	-\$7,076,226.18
1-1725	Hardstand Leasehold at Cost	\$764,292.96	\$764,292.96	\$764,292.96
1-1726	Amortisation Hardstand Imp	-\$743,812.53	-\$744,171.27	-\$744,541.97
	Total Marina & Hardstand	\$947,717.85	\$915,524.66	\$882,369.13
1-1740	Plant & Equipment			
1-1742	Furniture, Plant & Equipment	\$1,307,934.11	\$1,307,934.11	\$1,307,934.11
1-1744	Accum Depreciation Plant etc	-\$1,162,968.15	-\$1,165,689.47	-\$1,168,496.97
1-1750	Marina & HStand Equip at Cost	\$476,220.43	\$476,220.43	\$476,220.43
1-1755	Marina & HStand Equip Acc Depn	-\$342,796.66	-\$344,078.20	-\$345,402.46
	Total Plant & Equipment	\$278,389.73	\$274,386.87	\$270,255.11
1-1800	Boats			
1-1810	Rescue & Work Boats at Cost	\$738,668.37	\$738,668.37	\$736,668.37
1-1815	Accum Depreciation Rescue Boat	-\$516,872.92	-\$521,745.48	-\$524,489.52
1-1825	OTB Sailing Boats at Cost	\$222,082.29	\$222,082.29	\$222,082.29
1-1830	Accum Depreciation OTB Boats	-\$133,131.85	-\$134,797.05	-\$136,517.75
	Total Boats	\$310,745.89	\$304,208.13	\$297,743.39
1-1900	Intangible Assets			
1-1910	Designs at Cost	\$16,057.23	\$16,057.23	\$16,057.23
1-1920	Amortisation Designs	-\$16,057.23	-\$16,057.23	-\$16,057.23
	Total Intangible Assets	\$0.00	\$0.00	\$0.00
	Total Assets	\$8,962,926.58	\$8,905,441.81	\$8,604,543.74
2-0000	Liabilities			
2-1000	Trade Creditors			
2-1100	Trade Creditors	\$88,879.31	\$202,548.77	\$61,482.09
	Total Trade Creditors	\$88,879.31	\$202,548.77	\$61,482.09
2-2000	Accruals			
2-2005	Deposits Received in Advance	\$4,125.00	\$4,125.00	\$3,625.00
2-2110	Accruals- General	\$29,232.89	\$19,326.78	\$18,127.41
2-2130	Accrual- Workcover	\$2,523.58	\$3,101.91	\$4,186.08
2-2140	Accrual- Payroll Tax	\$50,509.74	\$36,236.91	\$38,197.95
	Total Accruals	\$86,391.21	\$62,790.60	\$64,136.44
2-3000	GST and Statutory Liabilities			
2-3110	GST Collected	\$169,237.37	\$175,688.41	\$189,864.19
2-3120	GST Paid	-\$17,885.46	-\$31,669.98	-\$43,756.36
2-3125	ATO Liability	\$29,905.00	\$14,905.00	\$0.00
2-3130	PAYG Withholding Payable	\$17,329.00	\$9,222.00	\$24,468.00
2-3150	Superannuation Payable	\$8,878.78	\$4,556.19	\$8,348.17
	Total GST and Statutory Liabilities	\$207,464.69	\$172,701.62	\$178,924.00
2-4000	Employee Provisions			
2-4010	Annual Leave Payable	\$54,952.97	\$56,205.55	\$59,636.84
2-4015	Leave Loading Payable	\$9,622.79	\$9,841.60	\$10,442.45
2-4020	Long Service Leave - Current	\$36,582.00	\$36,890.00	\$37,204.00
2-4021	Long Service Leave Non-current	\$24,892.00	\$24,308.00	\$27,077.00
2-4022	On-Cost for A/L & L/Loading	\$10,298.35	\$10,533.00	\$11,176.03
	Total Employee Provisions	\$136,348.11	\$137,778.15	\$145,536.32
2-5000	Bonds & Other Liabilities			
2-5010	29er's Bond Account	\$1,000.00	\$1,000.00	\$1,000.00

Balance Sheet [Multi-Period]

August 2021 To October 2021

		August	September	October
2-5020	RBYC Auxiliary	\$23,859.29	\$23,859.29	\$23,859.29
2-5030	Aust. Sports Foundation C.Acc	\$12,794.76	\$12,794.76	\$12,794.76
	Total Bonds & Other Liabilities	\$37,654.05	\$37,654.05	\$37,654.05
2-6000	Deferred Income- Members			
2-6010	Subscription Income Deferred	\$560,416.67	\$512,118.44	\$467,989.67
2-6060	Other Income in Advance	\$96,388.15	\$85,178.52	\$74,678.74
	Total Deferred Income- Members	\$656,804.82	\$597,296.96	\$542,668.41
2-7000	Deferred Income- Marina			
2-7010	Marina 1 Year Licence	\$574,935.74	\$559,128.86	\$537,505.65
2-7020	Marina 20 Year Lease	\$51,862.63	\$41,017.57	\$30,172.51
2-7030	Hardstand - Rental	\$63,320.00	\$59,148.75	\$54,710.73
2-7050	OTB Maintenance Income	\$98,176.84	\$91,586.32	\$85,021.63
	Total Deferred Income- Marina	\$788,295.21	\$750,881.50	\$707,410.52
2-8000	Bank Loans			
2-8030	Commercial Bill S331 300243100	\$309,577.55	\$279,621.94	\$249,530.47
2-8031	Commercial Bill - Non Current	\$837,542.00	\$837,542.00	\$837,542.00
	Total Bank Loans	\$1,147,119.55	\$1,117,163.94	\$1,087,072.47
2-9000	Other Finance			
2-9010	Equipment Loan	\$41,444.49	\$37,418.28	\$33,375.96
2-9011	Equipment Loan - Non Current	\$38,772.00	\$38,772.00	\$38,772.00
2-9020	Insurance Premium Funding	\$48,594.09	\$38,875.28	\$38,875.28
2-9021	Current Liability - Parks Victoria	\$47,592.74	\$42,895.64	\$38,184.84
2-9022	Currenrt Liability - Bayside City Council	\$28,977.17	\$26,117.29	\$23,249.07
2-9023	Non-Current Liability - Parks Victoria	\$47,755.89	\$47,755.89	\$47,755.89
2-9024	Non-Current Liability-Bayside City Council	\$608,627.33	\$608,627.33	\$608,627.33
2-9036	Credit Card P Hall x271	\$283.87	\$613.74	\$899.59
2-9037	Credit Card - Sammy Doddy	\$358.71	\$403.79	\$590.84
	Total Other Finance	\$862,406.29	\$841,479.24	\$830,330.80
	Total Liabilities	\$4,011,363.24	\$3,920,294.83	\$3,655,215.10
	Net Assets	\$4,951,563.34	\$4,985,146.98	\$4,949,328.64
3-0000	Equity			
3-1000	Accumulated Funds	\$5,239,895.19	\$5,239,895.19	\$5,239,895.19
3-2000	Yachting Foundation No2 Reserv	\$17,785.73	\$17,785.73	\$17,785.73
3-2010	Members Reserve	\$202,265.50	\$202,265.50	\$202,265.50
3-3000	Retained Earnings	-\$469,700.09	-\$469,700.09	-\$469,700.09
3-9000	Current Earnings	-\$38,682.99	-\$5,099.35	-\$40,917.69
	Total Equity	\$4,951,563.34	\$4,985,146.98	\$4,949,328.64

Royal Brighton Yacht Club

Finance Sub-Committee Meeting

Minutes of meeting of Finance Sub-Committee held Monday 4th October 2021 Via Zoom

Committee Member Present: Peter Demura, Peter Strain, John Mooney, Keith Badger, Phil Hall, Niesje Hees and Brett Heath (invited guest). **Apologies:** Paul Jenkins

Meeting opened at 5.10pm

1. Minutes of previous meeting – Peter Demura moved that they be approved, Seconded by Keith Badger. Minutes approved.
2. Overview of Accounts and Club Activity.
 - a. Strong Cash position, as at 4th October, the Club is holding \$1.6m in cash
 - b. Cost of Goods Sold high in July due to a lot of stock cleaned out during lockdown.
 - c. The Club continues to receive payments from the State Government's hospitality and licensed venues support fund. Club turnover down almost 30%.
 - d. Staff are receiving the Federal Government's Disaster Relief Payment (DRP) with staff working between 8 & 20 hours receiving \$450 per week and those previously working 20+ hours receiving \$750 per week. This includes visa holders and a distinction made between the DRP, JobKeeper and State government assistance.
 - e. Staff- are they OK?
 - Mental health monitored by regular Zoom meetings and Sammy catching up with Staff.
 - Financially OK
 - Staff on-board with vaccinations and ready to start when the Club opens up, although full speed running may not be immediate
 - f. Oaks Day event may proceed and the Brighton Savoy closing offers some opportunities.
 - g. Trading has been hampered by the weather e.g. had a good day on Sunday 3/10.
 - Positive Feedback from members and bears well for the future
 - Potential to increase the opening hours
 - Icebergers appreciative of the Club staying open and egg & bacon rolls.
 - Need to thank all members including Icebergers for their continued support.
3. Review of Cashflow Projections
 - a. Ongoing oversight of cashflow projections, noting positive cashflow to date and strong cash balance to date.
 - b. Conservative cashflow projection with potential for improvement.
 - c. Update projection in December.
4. CAPEX. & SAMP
 - a. OTH questions on software need to be examined
 - b. Asset register documentation stalled as there is a need for data compatibility between excel and word
 - c. Asset management sub-committee to take over asset management

- d. Need document to track the work done/maintenance on the assets and attenuator – no need for the same software to asset register and maintenance schedule.
 - e. OTH to use Access and no need for Asset management Pro.
 - f. Investigate the asset maintenance program.
 - g. Were the spread sheets PS sent around appropriate for their intended use? – need for a review.
5. Risk Register
- a. RQYS and Bayside(?) are examples of the type we need. RQYS risk register to be reviewed for next meeting with a view to break up into individual documents for areas for consideration.
 - b. Phil to circulate the current RBYC Risk management Issues as a way of increasing awareness of risks,

Meeting Closed at 5.58pm.

Next Meeting at 5.00pm Monday 25 October via Zoom.

Peter Demura
Honorary Treasurer
23 October 2021

GENERAL MANAGER'S REPORT NOVEMBER 2021

- OH & S – There was a report of an unsafe location for a piece of gym equipment. We have consulted with the company that installed the equipment who have provided advice that the location of this equipment is safe to operate.
- Duplication of the bike path north of the club is proceeding.
- Dredging of the fairway to the east of the marina and an area north of the marina has been completed.
- The Middle Brighton pier has been re-opened. The load limits are as follows:
Single Axle 5T, Double Axle 8T
- First draft of new Marina License/Agreement has been completed by Roger Jepson and is now being reviewed.

Phil Hall

General Manager

Overview - Marina / Hardstand / Undercroft

Month: Nov-21

	OTB	Hardstand	Marina	Combined	Available	Occupied	Total Vacant	Club Vacant	Owned Vacant
Nov-21	92.05%	98.61%	77.06%	87.97%	424	373	51	43	6
Oct-21	92.05	98.61	74.89	86.79	424	368	56	43	6

Marina

Size	Club Owned	Occupied	Occ %	Mem Owned	Occupied	Occ %	Total Pens	Total Occ	Total Occ %	Vacant Club Owned
10M	80	56	70.00%	15	13	86.67%	95	69	72.63%	24
12M	58	39	67.24%	16	13	81.25%	74	52	70.27%	19
13M	6	4	66.67%	0	0	0.00%	6	4	66.67%	2
15M	19	19	84.21%	16	13	81.25%	35	32	91.43%	0
18M	14	14	100.00%	7	7	100.00%	21	21	100.00%	0
	177	132	74.58%	54	46	85.19%	231	178	77.06%	45

OTB Dinghy Storage

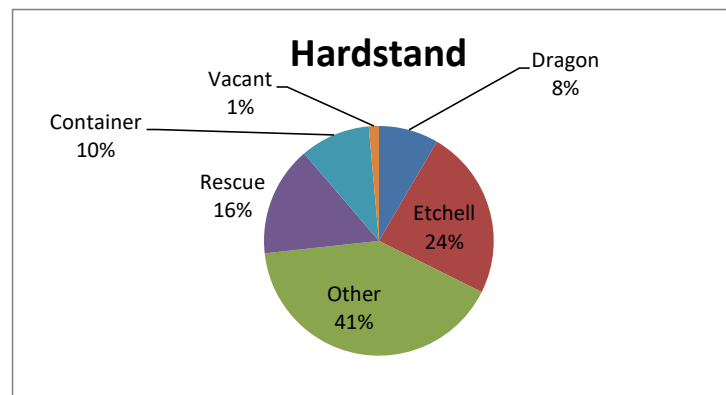
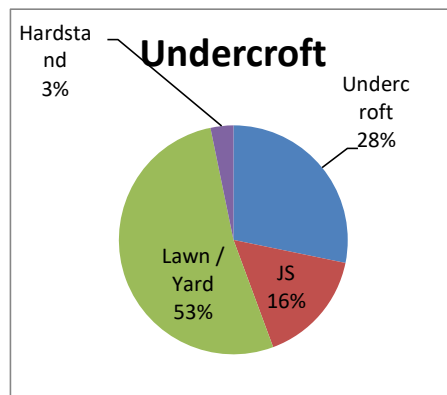
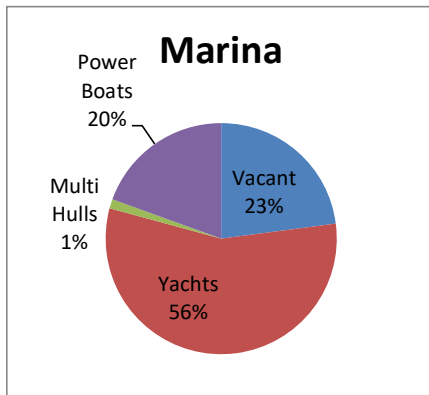
	Undercroft	JS	Lawn / Yard	Hardstand	Total of 134
Total Pens	35	20	65	4	124
Occupancy	75.00%	90.00%	95.00%	100.00%	92.05%

Marina Boat Types

Totals	Vacant	Yachts	Multi Hulls	Power Boats
231	53	130	3	45
100.00%	22.94%	56.28%	1.30%	16.52%

Hardstand

	Dragon	Etchell	Other	Rescue	Container	Vacant	Total 72
Occupied	6	17	29	11	7	1	71
Ratio %	8.3%	23.6%	40.3%	15.3%	9.7%	1.4%	98.6%



Sailing Office News

Keelboats

Keelboats have returned to active racing with Wednesdays and Saturdays with the highlight being the Peter Taylor with SYC where 44 boats were the water. Followed by the Centre Course racing for Etchells, VX One and 2.4mR. A couple of Dragons also entered the fray a couple of Saturdays later, I should note that 2 have been sold so only 4 remain.

Wednesday's have also been well entered and numbers are increasing each week. We even had an Etchell wishing to sail twilight course this Wednesday but we were informed by our RO that a rescue boat would be required, so have notified them of providing advance notice so they too can join twilight sailing

Lady Stonehaven & Stonehaven

Paul Woodman and Kenn Williamson, have progressed the two events with this coming Sunday 28th Nov being the first round of the Lady Stovehaven followed by the 5th Dec.

There has been some confusion with level of support RBYC is providing RMYS but it has all sorted out in the wash. It is recommended that going forward when another club is in charge of a Regatta we don't over promise boats and personal etc. Particularly where it could compromise RBYC's existing programs and support to existing calendar items.

Marina updates

The Pier is very close to having its gate removed with all works now being complete.

This has delayed the movement of boats back and forth, impacting arrival of 1 Etchell, 2-3 VX Ones and departure of 2 Dragons. Not to mention the Hardstand cleanup of a few items which I'll not detail here.

There have been considerable enquiries for berths both casual and long term. Mainly from Motor boats who are now filling the gaps in the 10 Mtr pen's.

Crew Member Ship

The Signal messaging system 'Happy Fleet' is continuing the gain interest from potential crew, time is needed to extend the system to all Keel Boat Skippers so they can make use of the system.

Time has prevented adding Barbara Burns from the Social Sailing group for example. I would also like to find the appropriate forum as discussed with Brett to present the Signal Group system to existing members and expanding the system to all yacht owners and all classes of boats. Plus integrate with Paul Pascoe online 'Tinder for Crews'.

Preparation for Racing

Current focus continues to be ensuring SI's, NOR's and SSI's are in place and posted on website.

The Race Results system is now bedding down nicely with Start Times and quick display of Results to Members. Documenting the process seems to be the key as the system its intuitive to an outsider.

There have also been several members challenged with duplicate records, possibly due to being members of multiple clubs for example. These are being dealt on a case-by-case basis which isn't ideal but probably the right approach given the number of variants in play.

SIGN on/off, Volunteer, Handicap & Results systems

Handicaps are still being question by members under PHS, so we have asked that members with concerns send them through in writing, so they can be addressed appropriately by the club handicapper.

We continue need to ensure Current Members & New Members are across all the systems with clear concise documentation posted on websites, systems are properly tested to be working and relevant training in place to use.

Chad Humphrey

Sailing Co-ordinator

Agenda - RBYC Sailing Sub Committee

Meeting Date	Tuesday 9th November 2021 at 7:00pm.			
Meeting Venue	Zoom Meeting			
Attendance	Brett Heath (BH), John Spencer (JS), Peter Gebhardt (PG), Phil Bedlington(PB), Denis McConnell(DM), Paul Pascoe(PP), Phil Hall (PH), Chad Humphrey (CH), Murray Cowdell (MC), Marnie Irving (MI), Kenn Williamson (KW)			
Apologies				
<i>Item</i>	<i>Topic</i>	<i>Support Paper</i>	<i>Action By</i>	<i>Complete Date</i>
1.0	OPENING – Brett Heath			
1.1	<i>Minutes of the previous meeting be adopted. - Carried</i>			
2.0	MATTERS ARISING			
2.1	Review of Sailing to date Unable to sail last Wednesday, but wonderful start on Saturday. Thank you to the volunteers. New results system went reasonably well. One hiccup with results not displaying on Monday, but fixed. Short of key volunteers.			
2.2	Mark for rock of our tower start – update Diver has checked and believes that it is the edge of the reef. Plan is to put a fixed mark on the rock and adjust the sailing instructions. Recommend that we put the mark on the rock then decide if we need to move Mark number 6.			
2.3	2022 SAILING Champions League One team has been entered by the club. To be advertised in the newsletter to see if there are any adults would like to enter.			
2.4	George Mac GM updating the NOR. To be limited to the following classes: Optimist Open/Int, Laser 4.7/Radial, 2.4, 420, 29er, RS100, Aero, FD. PP & GM to setup NOR and online entry Wednesday. Dredging hopefully finished the weekend before the event.			
2.5	Sail Melbourne With WA still being closed until February, all the Nationals scheduled for there have been cancelled so hopefully we will have good numbers from the eastern states. Two catamarans volunteered as start boats from the cruising group. Volunteers is an ongoing issue.			
2.6	Easter Regatta – One design – 16, 17 & 18 April Still scheduled and Christian working on the event.			
2.7	Calendar Potential to run more windward/leewards for Div 1 boats. Div 1/2 split of boats is the same for RBYC Championships and Victorian Keelboat Championships Discussion regarding the need to publish the calendar in the booklet. Suggest not required.			

3.0	SAFETY INITIATIVES			
3.1	Sign on / sign off / results / Volunteers app A few boats had issues, but generally very good compliance. There is a “kiosk” function where people can sign. There			
3.2	Audit of Safety Category’s Carry over.			
4.0	OTB REPORT Sunday program kicked off last week. 40 kids involved. Volunteers – went well. Lady Stonehaven Cup to be split over two weekends. 4-5 boats involved. 28 th Nov & 5 th Dec. Training being arranged by Laura for RBYC boats. Stonehaven Cup organised by RMYS in January. Harrison awarded Vic youth sailor award and shortlisted to AUS Youth sailor of the year. Board sailing – have some excellent high level sailors. Ken to provide a short article for the website/newsletter about board sailing			
5.0	CRUISING REPORT Ingenu entrants last Saturday a bit disappointing but working on it. Onwater event at the end of November Bass Straight Thu 9 th December – information night Big Boat Day – Sun Mar 22 nd People very happy with the split of Div 1, Div 2 and Ingenu. Use of the Ingenu series as the lead in to help people new to racing to start in a less competitive group of boats.			
6.0	RESCUE BOAT WORKING GROUP REPORT Some work to do on a couple of boats. Need to improve the response of instructors to who is using what boat.			
7.0	RACE MANAGEMENT TEAM INITIATIVES First Aid course – Coaches are all up to date. Volunteers may not be up to date. Sailing Office to organise an update for Officials.			
8.0	AOB John Spencer – do we have Safety Decs from all of our boats? Newsletter article has requested documentation. John Spencer – issue regarding VXone’s and 2.4’s on the same course. To be discussed by JS. Ken – SheSails/Port Phillip Women’s Championship – just been released and will be in the next newsletter Marnie – NOR for SheSails came out today. Marnie to write an article for newsletter to Phil by Thursday midday. Peter – Cruising group working with “Lift your Spirits” for sailing on Thursday evenings in the new year. Murray – If dredging is at the mouth of marina. Likely to be a very short timeframe.			

	<p>Chad – Working bees to be arranged for various clean-ups. Chad – Looking for grants and working with Soldier On to provide experience for returned servicemen. Chad – Looking for location where to put photos from the weekend. Brett to discuss with Chad. Phil – Community engagement. Brighton Life Saving Club getting new premises. So RBYC will be housing Life Saving rhibs on the hard stand.</p>			
Next Meeting 14 th December 2021 – Catch up at the Yacht Club and drinks afterwards				

FUTURE MEETINGS	COMMITTEE	FOCUS AREAS
14 th December 2021	Sailing Committee	

2019/20 MEMBERS			
Chairman: Brett Heath	sailing@bretttheathconsulting.com	Ken Williamson	kenndo@bigpond.com
Denis McConnell	denismcconnell63@gmail.com	Phil Beddington	philthesportsphysio@gmail.com
Murray Cowdell	mcowdell@yahoo.com	John Spencer	ejohn.spencer@gmail.com
Phil Hall	boatingmanager@rbyc.org.au	Peter Gebhardt	peter.gebhardt70@gmail.com
Marni Irving	m.irving@bigpond.net.au	Paul Pascoe	paulpascoe55@gmail.com

OTHERS AS REQUIRED			
Peter Coleman	peter.coleman@entire.com.au		discoversailing@rbyc.org.au

Membership count July 21 - June 22

	Jun-21	Jul-21	+/+	Aug-21	+/+	Sep-21	+/+	Oct-21	+/+
Senior	356	342	-3.93%	341	-0.29%	341	0.00%	354	3.81%
Senior Family	103	95	-7.77%	95	0.00%	95	0.00%	106	11.58%
Senior Special	15	14	-6.67%	14	0.00%	14	0.00%	14	0.00%
40 Year	12	13	8.33%	13	0.00%	13	0.00%	12	-7.69%
50 Year	39	38	-2.56%	38	0.00%	38	0.00%	38	0.00%
60 Year +	34	36	5.88%	36	0.00%	36	0.00%	36	0.00%
Honorary Life	6	6	0.00%	6	0.00%	6	0.00%	7	16.67%
Senior Country	13	13	0.00%	13	0.00%	13	0.00%	14	7.69%
Senior Absentee	37	33	-10.81%	33	0.00%	33	0.00%	32	-3.03%
Crew	140	130	-7.14%	129	-0.77%	129	0.00%	129	0.00%
Crew Plus	28	26	-7.14%	26	0.00%	26	0.00%	26	0.00%
Youth U18	97	93	-4.12%	89	-4.30%	86	-3.37%	81	-5.81%
Intermediate 18-29	119	100	-15.97%	101	1.00%	100	-0.99%	100	0.00%
Gym	78	77	-1.28%	75	-2.60%	74	-1.33%	71	-4.05%
Social	255	249	-2.35%	250	0.40%	249	-0.40%	258	3.61%
Social Extra	73	76	4.11%	75	-1.32%	74	-1.33%	77	4.05%
Junior Family	31	30	-3.23%	30	0.00%	30	0.00%	31	3.33%
Iceberger	114	111	-2.63%	111	0.00%	112	0.90%	106	-5.36%
TPI	2	2	0.00%	2	0.00%	2	0.00%	2	0.00%
Sponsors	4	4	0.00%	4	0.00%	4	0.00%	4	0.00%
TOTAL	1556	1488	-4.37%	1481	-0.47%	1475	-0.41%	1498	1.56%

Membership - October 2021

		TOTALS	TOTAL %
Senior	354		
Senior Family	106		
Senior Special	14		
40 Year	12		
50 Year	38		
60 Year +	36		
Honorary Life	7		
Senior Country	14		
Senior Absentee	32	613	41%
Crew	129		
Crew Plus	26	155	10%
Intermediate 18-29	100	100	7%
Youth	81	81	5%
Gym	71	71	5%
Social	258	258	17%
Social extra	77	77	5%
Junior family	31	31	2%
Iceberger	106	106	7%
TPI	2	2	0%
sponsors	4	4	0%
TOTAL	1498	1498	100%

	June 2016	June 2017	June 2018	June 2019	June 2020	June 2021	End October 21
Senior	368	347	324	336	335	356	354
Senior Family	96	93	89	92	92	103	106
Senior Special	17	17	16	16	13	15	14
40 Year	18	14	12	12	12	12	12
50 Year	45	45	44	44	43	39	38
60 Year +	39	42	42	38	32	34	36
Honorary Life	7	7	6	6	6	6	7
Senior Country	12	16	16	15	13	13	14
Senior Absentee	55	49	40	38	36	37	32
Crew	184	149	143	155	156	140	129
Crew Plus	31	27	22	21	26	28	26
Intermediate 18-29	67	66	77	99	75	97	100
Youth U18	106	141	136	148	150	119	81
Gym	75	75	65	78	74	78	71
Social	242	233	212	207	207	255	258
Social Extra	79	77	64	64	63	73	77
Junior Family	14	19	22	28	25	31	31
Iceberger	75	79	78	73	81	114	106
TPI	0	1	1	3	3	2	2
Sponsors	11	2	4	4	4	4	4
TOTAL	1541	1499	1413	1477	1446	1556	1498

POS SPEND BY MEMBERSHIP TYPE - OCTOBER 21

	Total Spend per month per member type	Average spend per member type	Number of members in category	Number of members spent
Senior Special	\$940.10	\$67.15	14	8
Honorary Life	\$303.70	\$43.39	7	5
Gym	\$2,971.31	\$41.85	71	28
Iceberger	\$4,084.52	\$38.53	106	55
40 Year	\$435.65	\$36.30	12	6
Senior	\$11,995.37	\$33.89	354	144
Senior Family	\$3,142.79	\$29.65	106	41
Crew Plus	\$716.35	\$27.55	26	6
Social	\$6,078.37	\$23.56	258	68
60 Year +	\$565.25	\$15.70	36	11
Crew	\$1,655.50	\$12.83	129	30
50 Year	\$450.80	\$11.86	38	10
Senior Country	\$96.55	\$6.90	14	2
Social Extra	\$458.10	\$5.95	77	10
Intermediate 18-29	\$145.30	\$1.45	100	7
Senior Absentee	\$0.00	\$0.00	32	0
Youth	\$0.00	\$0.00	81	0
Junior family	\$0.00	\$0.00	31	0
TPI	\$0.00	\$0.00	2	0
Total	\$34,039.66			431

	End October 21		21-22 Subs & Fees	
Inc GST	01.07.21 - 31.10.21		01.07.21 - 19.11.21	
	Invoiced	Outstanding	.	Outstanding
Member subs 20-21	\$ 864,109.00	\$ 76,530.00	\$ 887,658.00	\$ 97,045.00
Hardstand Annual Rental	\$ 88,624.00	\$ 3,600.00	\$ 93,825.00	\$ 11,096.00
Maintenance Fee	\$ 137,574.00	\$ 13,351.00	\$ 141,904.00	\$ 17,255.00
Marina Annual Rental	\$ 652,642.00	\$ 78,417.00	\$ 678,978.00	\$ 101,454.00
OTB Storage	\$ 17,333.00	\$ 2,188.00	\$ 17,863.00	\$ 2,734.00
TOTAL	\$ 1,760,282.00	\$ 174,086.00	\$ 1,820,228.00	\$ 229,584.00

New Members to be ratified at Committee Meeting 29.11.21

Bronwyn McIlveen	Senior
Julian Peason	Senior
Justin Yan	Senior
Mick Jordan (tenant)	Senior
David Franklin	Senior
Peter Bakirtzies	Senior
Duncan Macleod	Senior
Bruce Barron	Senior
Paul Ross	Senior
Barbara Loos	Senior
Ray Gordon	Senior Family
Marie Gordon	Senior Family
Johnathon Wood-Freeman	Senior Family
Betty Ryan	Senior Family
Tony Ryan	Senior Family
Peter Mastos	Senior
Steve Shaw	Crew Plus
Joshua Brodrick	Intermediate
Samuel Jeffrey	Intermediate
Ross Paterson	Gym
Austin Porter (Mac)	Gym
Andrew Jacobs	Iceberger
Colin Beech	Social
Kate McIntryre	Social
Robin Coventry	Social
Sarah Calleja	Social
Jeff Stewart	Social
Louise Lucas	Social
Kevin Lam	Social
Sharon Neil-Runciman	Social
Susan Reid	Social
Samuel Maley	Social
Jane Franklin	Social Extra
Elaine Mastos	Social Extra
Janine Ross	Social Extra

Forecast

Dec-21

Date	Function name	Pax	Food Per head	Total food	Room hire	AV	Beverage cost	Total function	Status
01.12.21	Rotary Breakfast	30	\$ 30.00	\$ 900.00		N/A		\$900	Confirmed
01.12.21	B.G.S Cocktail party	40	\$ 70.00	\$ 2,800.00	\$ 500.00	N/A	On consumption	\$ 3,300.00	Confirmed
02.12.21	Breakfast meeting Fujiaus	35	\$ 32.00	\$ 1,120.00	\$ 250.00	N/A	On consumption	\$ 1,370.00	Confirmed
03.12.21	BNI Breakfast	50	\$ 30.00	\$ 1,500.00			\$250	\$ 1,750.00	Confirmed
03.12.21	Members lunch	30	\$ 30.00	\$ 900.00		N/A	On consumption	\$ 900.00	Confirmed
04.12.21	Open day	150	\$ 20.00	\$ 3,000.00		N/A		\$ 3,000.00	Confirmed
06.12.21	Comedy night	80	\$ 40.00	\$ 3,200.00	\$ 500.00	N/A	On consumption	\$ 3,700.00	Confirmed
07.12.21	John Spencer Dinner	60	\$ 50.00	\$ 3,000.00			On consumption	\$ 3,000.00	Confirmed
08.12.21	PWC Sailing lunch	50	\$ 45.00	\$ 2,250.00	\$ 250.00		On consumption	\$ 2,500.00	Confirmed
09.12.21	Rotary	30	\$ 35.00	\$ 1,050.00			On consumption	\$ 1,050.00	
10.12.21	BNI Breakfast	50	\$ 30.00	\$ 1,500.00		N/A	\$250	\$ 1,750.00	Confirmed
13.12.21	Probus Lunch	60	\$ 50.00	\$ 3,000.00			On consumption	\$ 3,000.00	Confirmed
13.12.21	soroptimist ladies xmas dinner	30	\$ 50.00	\$ 1,500.00		N/A	On consumption	\$ 1,500.00	Confirmed
16.12.21	Rotary xmas dinner	30	\$ 50.00	\$ 1,500.00			On consumption	\$ 1,500.00	Confirmed
17.12.21	BNI Breakfast	50	\$ 35.00	\$ 1,750.00			\$250	\$ 1,750.00	
17.12.21	Comedy xmas party	80	\$ 40.00	\$ 3,200.00	\$ 500.00			\$ 3,700.00	Confirmed
17.12.21	Holmesglen xmas party	30	\$ 50.00	\$ 1,500.00			On consumption	\$ 1,500.00	Confirmed
18.12.21	Dale Wilson wedding	30	\$ 75.00	\$ 2,250.00	\$ 1,000.00	N/A	On consumption	\$ 3,250.00	Confirmed
19.12.21	60th Cocktail party	35	\$ 60.00	\$ 2,100.00	\$ 500.00		On consumption	\$ 2,600.00	Confirmed
	Total			\$ 32,770.00	\$3,500.00		\$750.00	\$ 42,020.00	

Minutes of RBYC Cruising Group Sub-committee Meeting Held at RBYC Clubrooms, Thursday, November 4th, 2021 at 7.00pm

PRESENT:

Paul Jenkins (Chair)

Geoff Brewster, Barbara Burns, Sue Drummond, Terry Frankham, Rob Hurrell, Peter Gebhardt, Pam Merritt, Peter Strain.

APOLOGIES:

Jenny Collins

MINUTES: Of last meeting held on 5th Oct, 2021, were circulated, finalised and confirmed.

MATTERS ARISING from MINUTES: Nil

CORRESPONDENCE:

Out:

Email from Paul Jenkins to Wyndham Harbour thanking them for their hospitality during the RBYC Cruising Group Melbourne Cup Weekend Cruise

In:

Email from Wyndham Harbour to Paul Jenkins acknowledging his email of thanks.

FINANCE:

Nothing new to report. Current balance: \$45,172.

GENERAL BUSINESS:

1. **Chairman's Report** – (Paul Jenkins)

- Yachting Victoria advice that it will no longer be a requirement that all race crews need to be double vaccinated.
- Pier to re-open in next few weeks. May be outages to water and power as these services are brought up to scratch
- Dredge arrival imminent.
- Attenuator damaged in the storm last week. May need to be replaced earlier than planned. GC will set up a steering committee to review the attenuator situation at the next GC meeting.
- Parks Vic have a 10 year plan for revamp of pier and breakwater.

2. **Sailing Committee Report** – (Peter Gebhardt)

- Currently, some technical issues with the new yacht entry system (now integrated with the sign-on / sign-off system).
- Once one signed on for a race, the yacht is automatically entered for that entire series.
- Sail Pass system still in place. Unlimited for twilights, limited for weekend racing.
- Wednesday twilight pursuits, Sunday social pursuits, and Ingenue races are the only “non-extras” races.

3. **Newsletter** – (Barbara Burns)

- Next Newsletter looking slim at the moment – looking for more articles
- Suggested that we add the Cruising Yacht Association of Victoria to the email distribution of the newsletter. TMF to action.

4. **Guest Speaker Dinners / Social Events**

- November third Friday Dinner / Forum. Previously agreed that this would be a “no speaker, social get-together” only. However the Club has requested that owing to catering staff shortages, CG consider shifting date to non-Friday week night. After discussion, it was decided that given the rescheduled Hardstand Party to early Dec (see below), a November Dinner Forum would **not be held**.
- Christmas Hardstand party. Originally scheduled for Saturday Dec 11th, 2021, however this date conflicts with the George Mac regatta, meaning that the Club car park would not be available to members. Decision made to now hold the Christmas Hardstand party a week earlier on Saturday Dec 4th 2021.
- Sunday Jan 16th, 2022. – Birthday Cruise to Royals – TMF to contact RYCV to confirm date
- Friday Feb 18th, 2022 – Rescheduled Titanic Night. Agreed that we should commence marketing, and open bookings.
- Friday 18th March Guest Speaker Dinner – TMF to contact Justin Marshall (Monash Univ.) to see if he would be willing to speak on this date.

Future possible speakers:

Dustin Marshall – Monash Uni, Global Fisheries

Doug & Sandra Williams – Cruising the SW Pacific.

Adrian Finglas friend, motorbike around the world.

Neil Blake, Port Phillip Bay-keeper: James McPherson.

Prof Peter Cooke – Energy Transition Hub?

5. **On Water Events:**

- Successful Melbourne Cup Weekend Cruise (Sunday Oct 30 – Tuesday November 2nd) to Wyndham Harbour. Four boats participated (*It's a Privilege*, *Favourite Child*, *Saffron*, and *Kathleen B*). Day trip from Wyndham Harbour to Portarlington and return. Wyndham Harbour Marina very hospitable

Future Events:

- November End of Month Cruise (27th-28th Nov) – to Docklands (Melb City Marina) – B. Burns Coordinator
- Sunday Jan 16th, 2022 – Birthday Cruise to Royals – TMF to contact RYCV to arrange and ensure no conflicts.
- Bass Strait Cruise Sat 26th Feb 2022 to Monday 14th Mar 2022
 - Plan to hold info evening at the Club on Thursday 9th December. Peter Strain to give his packaged presentation.
- Junior Big Boat Day: March 22nd 2022. TMF to contact Brett Heath to coordinate

6. **2022 Cruising Group Calendar**

- TMF tabled a straw 2022 Cruising Group Calendar based on usual 1st Tuesday committee meetings, 3rd Friday Guest Speaker Dinners, and End-of-Month on-water activities, and noted potential conflicts and anomalies.

- These were discussed and appropriate revisions agreed to. The revised calendar is attached to these minutes.

7. Promotion of greater participation of boats in CG on-water activities and events.

- Survey boats in the marina for potential Cruisers, and “doorknock” these potential cruisers.
 - PG has done rows 3 and 5.
 - PM to do row 4.
 - BB to do row 1
 - Several Power boats have shown interest (to be encouraged and welcomed)
- Consolidate list, and email the owners.

8. Cruising Group input to RBYC Strategic Planning.

- Waiting on Assessment and Plan documents.
- Cruising will meet in the New Year to provide input, once advised of appropriate time by GC.

9. Other business

- GC would like to include Cruising events in weekly email newsletter to members. Need to be submitted to Phil Hall by midnight Mondays. TMF to provide.
- Auditors have suggested that the Club should undertake Risk Management on all Club activities. Agreed that CG should hold separate meeting to identify risks associated with activities stewarded by the Cruising Group, put together a probability and consequence matrix and mitigating measures. To be scheduled at the December 2021 CG meeting.
- Paul Jenkins met with Leanne and Gordon of “Sailing Lifts Your Spirits”.
 - Looking to kick off their program for 1st Responders in January
 - Looking for other Cruising Boats from RBYC to participate
 - Thursday evenings, Meet at the Club at 5pm, be assigned to boats, go for a sail (reach out and reach in), return to Club for dinner.
- Halcyon keen to Cruise, but has weekend commitments. Is there a way to join with other for “during the week” cruising? Long discussion around best forum to communicate (Facebook? A Club bulletin board?). Further investigation required.
- Committee members reminded to bring nibbles to next meeting, final for the year!

Meeting Closed at 8:50pm

NEXT MEETING: Tuesday 7th December 2021 at RBYC Clubrooms

Chairman: _____ Secretary: _____

Date: _____ Date: _____

Month	EVENT	Date	Time in 24 hr format	Category	Comment
Nov-21	Cruising Group Sub-Committee Meeting	04-Nov-21	19:00:00	Meeting	<i>Moved to 1st Thur to avoid end Melb Cup Day</i>
	Ingenue Series (Division III, Cruising) Race	06-Nov-21	13:10:00	On-Water (Race)	
	End of Month on-water activity (27th -28th Nov)	27-Nov-21		On-Water (Cruise)	Destination Docklands, B Burns Coordinator
Dec-21	Ingenue Series (Division III, Cruising) Race	04-Dec-21	13:10:00	On-Water (Race)	
	Cruising Group Hardstand Xmas Party	04-Dec-21	19:30:00	Social	BYO to the hardstand
	Cruising Group Sub-Committee Meeting	07-Dec-21	19:00:00	Meeting	
	Bass Strait Cruise Information Evening	09-Dec-21	19:00:00	Meeting	Committee Room
Jan-22	Cruising Group Birthday Cruise to RYCV	16-Jan-22		On-Water (Cruise)	31st Birthday Cruise
	Ingenue Series (Division III, Cruising) Race	29-Jan-22	13:10:00	On-Water (Race)	
Feb-22	Cruising Group Sub-Committee Meeting	01-Feb-22	19:00:00	Meeting	
	Ingenue Series (Division III, Cruising) Race	12-Feb-22	13:10:00	On-Water (Race)	
	"Titanic Night", Hosted by Cruising Group	18-Feb-22	19:30:00	Social	"Titanic Night" All welcome, Book with Reception
	Bass Strait Cruise in Company (Feb 26th - Mar 14th)	26-Feb-22		On-Water (Cruise)	Cruise Co-ordinator: TBA
Mar-22	Cruising Group Sub-Committee Meeting	15-Mar-22	19:00:00	Meeting	<i>Moved from 1st Tues to clear Bass Strait Cruise.</i>
	Monthly Dinner with Guest Speaker - Hosted by RBYC Cruising	18-Mar-22	19:30:00	Social	Guest Speaker: TBA . All welcome. Book with Reception
	Junior's Big Boat Day	27-Mar-22		On-Water (Cruise)	Cruising Group hosts junior sailors for a day's cruise
Apr-22	Cruising Group Sub-Committee Meeting	05-Apr-22	19:00:00	Meeting	
	Ingenue Series (Division III, Cruising) Race	09-Apr-22	13:10:00	On-Water (Race)	
	Easter Cruise (15th - 18 April)	15-Apr-22		On-Water (Cruise)	Destination and Co-ordinator TBA
	Monthly Dinner with Guest Speaker - Hosted by RBYC Cruising	22-Apr-22	19:30:00	Social	Guest Speaker: TBA . All welcome. Book with Reception
May-22	Cruising Group Sub-Committee Meeting	05-May-22	19:00:00	Meeting	
	Cruising Group Progressive Dinner	20-May-22	18:30:00	Social	Meet in Members Bar prior. All welcome.
	End of Month on-water activity (28th-29th May)	28-May-22		On-Water (Cruise)	Destination and Co-ordinator TBA
Jun-22	Cruising Group Sub-Committee Meeting	07-Jun-22	19:00:00	Meeting	
	Monthly Dinner with Guest Speaker - Hosted by RBYC Cruising	17-Jun-22	19:30:00	Social	Guest Speaker: TBA . All welcome. Book with Reception
Jul-22	Frostbite Cruise (Sunday 3rd July)	03-Jul-22		On-Water (Cruise)	Destination and Co-ordinator TBA
	Cruising Group Sub-Committee Meeting	05-Jul-22	19:00:00	Meeting	
	Monthly Dinner with Guest Speaker - Hosted by RBYC Cruising	15-Jul-22	19:30:00	Social	Guest Speaker: TBA . All welcome. Book with Reception
	End of Month on-water activity (30th-31st Jul)	30-Jul-22		On-Water (Cruise)	Destination and Co-ordinator TBA
Aug-22	Cruising Group Sub-Committee Meeting	02-Aug-22	19:00:00	Meeting	
	Monthly Dinner with Guest Speaker - Hosted by RBYC Cruising	19-Aug-22	19:30:00	Social	Guest Speaker: TBA . All welcome. Book with Reception
	End of Month on-water activity (27th-28th Aug)	27-Aug-22		On-Water (Cruise)	Destination and Co-ordinator TBA
Sep-22	Cruising Group Sub-Committee Meeting	06-Sep-22	19:00:00	Meeting	
	Monthly Dinner with Guest Speaker - Hosted by RBYC Cruising	16-Sep-22	19:30:00	Social	Guest Speaker: TBA . All welcome. Book with Reception
	Grand Final Weekend on-water activity (23th-25th Sept)	23-Sep-22		On-Water (Cruise)	Destination and Co-ordinator TBA
Oct-22	Cruising Group Sub-Committee Meeting	04-Oct-22	19:00:00	Meeting	
	Monthly Dinner with Guest Speaker - Hosted by RBYC Cruising	21-Oct-22	18:30:00	Social	Guest Speaker: TBA . All welcome. Book with Reception
	Melbourne Cup Weekend Cruise (29th Oct - 1st Nov)	29-Oct-22		On-Water (Cruise)	Destination and Co-ordinator TBA
Nov-22	Cruising Group Sub-Committee Meeting	03-Nov-22	19:00:00	Meeting	<i>Moved to 1st Thur to avoid end Melb Cup Day</i>
	Monthly Dinner with Guest Speaker - Hosted by RBYC Cruising	18-Nov-22	19:30:00	Social	Guest Speaker: TBA . All welcome. Book with Reception
	End of Month on-water activity (26th -27th Nov)	26-Nov-22		On-Water (Cruise)	Destination and Co-ordinator TBA
Dec-22	Cruising Group Sub-Committee Meeting	06-Dec-22	19:00:00	Meeting	
	Cruising Group Hardstand Xmas Party	03-Dec-22	19:30:00	Social	BYO to the hardstand
Jan-23	Cruising Group Birthday Cruise to RYCV	15-Jan-23		On-Water (Cruise)	32nd Birthday Cruise

Royal Brighton Yacht Club

253 Esplanade, Middle Brighton, Vic 3186

Inclusion and Diversity Advisory Group (IDAG) Meeting Notes

DATE: Monday 1 November 2021

TIME: 7-8 pm

VENUE: Zoom

Attendees – Niesje Hees, Marike Kopennol, Josh Stuchbery (new member), Cass Treagus (new member)

Apologies – Lallie Leckey

1. Confirmation of current membership and introductions, including brief summary of IDAG TOR, activities and achievements to date.
2. Confirmation of previous minutes (minutes were distributed to new members for their information)
3. Discussion and Decisions
 - 3.1. Development of an IDAG Strategy
 - Refer Club Strategy document with special attention to the Pillars; Shared Values, Membership, Clubhouse and Community

Agreed our immediate focus will be on development of a Strategy in line with the club strategy. This will be developed in consultation with the broader membership for endorsement by the GC.

- 3.2. Notice of Motion (which was to be provided to half-yearly AGM, but was withdrawn pending greater member consultation)

Agreed a Zoom workshop with breakout groups will most suitable in the current COVID environment. The workshop will address not just the notice of motion, but inclusion & diversity in the club more broadly. This will provide a key input to the strategy.

It was noted that Inclusion and diversity needs some measures to help determine progress. This is culture change and needs buy in and political will over a sustained timeframe.

Potential topics for breakout groups are in relation to ways to achieve greater diversity with respect to age, ethnicity, and gender, as well as what fosters a sense of inclusion.

Niesje to provide draft workshop framework for comment.

Timing of workshop TBD

- 3.3. General Business

It was noted that RMYS has established their own Diversity, Equity and Inclusion (DEI) working group has reached out and will be organising a catchup with us

4. Next meeting – 13 December 2021

Royal Brighton Yacht Club

Meeting Notes – Asset Management Subcommittee

Monday 15 November 2021, 6:00 pm – 7:00 pm

Participants

Niesje Hees, Peter Strain, Kal Raghunathan, Murray Cowdell, Andrew Merrett, Malcolm Mitchell

Apologies

John Mooney

Discussion and Decisions

1. Welcomed Malcolm to the Sub-committee
2. Update on data collection exercise so far for asset requiring maintenance (Niesje and Murray) – the meeting was provided with draft data sheets for Race Management and Rescue boats which came from a meeting with Murray and Peter Austin.
3. Suggested next steps
 - Continue data capture (Niesje to capture data through “brain dump” meetings with those in the club who have the knowledge – to capture the majority of information in people’s heads and then have a review to make sure nothing is missed)
Agreed – Peter S to attend meeting with Niesje, Murray and Peter A on Wednesday 17 Nov at 11:00 am. This will be followed by meetings with other subject matter experts (including Brendon, John Mooney, Scott Shelton).
 - Malcolm to engage with On Tap and trial Asset Management Pro using data collected so far.
*Agreed – Malcolm to contact On Tap.
The meeting had a discussion about the level of detail to be captured in the system about the maintenance process (vs outside the system) – this will depend largely on the capabilities of the system, understanding that the workflow surrounding the system will need to be taken into account.*
4. Review of Terms of Reference (TOR)
The meeting approved the TOR and will submit to General Committee for approval (see below).
5. Strategic Asset Management Plan (SAMP)
Peter provided an update – the major outstanding section regarding the clubhouse can be done can be completed once a meeting has been held with Scott Shelton.
6. General Business
 - *Peter provided updates on the condition of the Attenuator and the proactive approach the club is taking to the Seabed Lease*
 - *Asset subcommittee Meetings to be held on 13 December and every two months after that.*
 - *Reports on progress to be provided in the interim (Niesje to organise)*

Royal Brighton Yacht Club Asset Management Sub-committee

TERMS OF REFERENCE

Role

RBYC's Asset Management Sub-committee has oversight of the club's Asset Management strategy and approach, in particular ensuring;

- The Asset Management Strategy is in place, and appropriately prioritised and reviewed on a regular basis
- Operational systems, processes and guiding principles are in place to understand the value of each of the Club's assets
- Appropriate processes and guidelines are in place to track and maintain the club's assets
- Documentation is available to maximize the effective use of club assets.

Responsibilities

The Group will:

- Ensure an up-to-date Strategic Asset Management Plan is aligned with the club's strategy, with reference to the General Committee and General Manager
- Liaise with the Finance Sub-committee, Treasurer and General Manager to ensure robust and consistent guidelines for financial treatment of Assets
- Assist the General Manager, staff and volunteers in developing guiding principles and processes for the maintenance of assets
- Assist with development and maintenance of an agreed structure for the Asset register
- Assist with the development of documentation relating to the maintenance and use of assets
- Provide regular management and monitoring to ensure both that the assets are maintained, and records are kept up to date.
- Assist with business cases for the purchase of assets, and make recommendations to the General Committee from time to time
- Provide representation to participate in discussions with key stakeholders in relation to asset related strategy and planning where this is useful (eg Parks Victoria, local Council, neighbouring clubs and businesses) to assist in progressing the club's Strategy and plans
- Assist the General Manager with annual budget preparation with respect to asset acquisition and maintenance.

Composition

Chair appointed by RBYC General Committee.

Membership from club members, with the number of members to be flexible in accordance with the expertise and capacity of the group.

Meetings

The Asset Management Sub-committee will meet as required, but at least four times in a year in person or electronically.

Meetings may be attended by other invited RBYC members and representatives relevant to discussion.

Quorum for the sub-committee shall be 50% of the membership of the sub-committee.

Reporting

The Group reports to the General Committee. A summary report from each meeting will be provided to the GC.

A report will be provided to the Annual and Half Yearly General Meetings.

Modification of Terms of Reference

The Terms of Reference for the Group may be modified after consultation and agreement by Sub-Committee members and GC.

Document Approved

Terms of Reference to be approved by the RBYC General Committee

Version

Version 2, 15/11/2021

Royal Brighton Yacht Club

CLEANER SAILING COMMITTEE MEETING

Meeting Minutes

Sunday 21, November 2021, 10.30 am

Venue: RBYC Library

Present

Andrew Merrett (AM), Jenny Pascoe (JP), Kirsten Mitchell (KM), Kalpana Raghunathan (KR)

Apologies

Acceptance of previous minutes- as circulated

Moved:Kirsten Mitchell **Seconded:** Jenny Pascoe **CARRIED**

Correspondence:

- Christian Boillot- Green regattas proposal for Easter One Design Grand Prix.

Discussion

1. GC updates
Nil
2. Swap meet George Mac
Confirmed for Dec 11 and 12. Sweep meet on Saturday. Set up near registration with table for CSC. Genevieve can assist us with printing promotional materials. Minimise paper. Use current advertising props. News letter article. Investigate reusable fabric banners/advertisements (eg. Officeworks) with sailing office. General registration banners. Clarify what is included in the swap meet. Draft a set of procedures for swap meet. KM and JP. For discussion by group. Need to confirm procedures for advertising event at the Club with GM (Phil).
3. Clean Sailing Regattas,
 - a. George Mac- JP talking to sailing office. Include in notice of race (NoR). Cannot register with Sailors for the Sea for now. Do not meet clean regatta criteria yet. Work towards it.
 - b. 2.4m Nationals- scale up clean sailing. Organising authority- RBYC. Need to include Cleaner Sailing information in NoR. Coordinate with Sailing Office (Chad).
 - c. Sail Melbourne- need to coordinate with organizing authority to include Cleaner Sailing into the regatta. Expectation of RBYC CSC incorporated into the regatta.
 - d. One Design Keelboat Grand Prix Easter regatta- incorporate green regatta criteria. JP coordinate with Christian. Refer proposal (email) from Christian.
 - e. Work towards the Sailors of the Sea criteria. To register future regattas with SoS organization. Identify SoS certification criteria-goals. AM to compile checklist to work towards.
4. Communications/Media

RBYC Cleaner Sailing Committee

- a. Website- to follow up.
- b. Newsletter – feed one item at a time. Items for newsletter- information about Swap meet, flares, and rockets, EPRIBs information, Beach patrol.
5. Disposal of EPIRB/ELT, Flares and rockets, fire extinguishers
 - Cannot fire flares that are past use by date. AM- clarified with Commodore with ORCV. AM to follow up with police regarding depositing old flares.
6. Garbage disposal/recycling bins
 - Next year
7. Beach adoption
 - Beach Patrol 3186. They are interested. But do not have a leader at present. Need to follow up. KM.
 - Dredging contamination was discussed.
 - Post items in newsletter about future beach patrol activities.
8. Fund raising – Xmas pudding
 - Funds raised put towards future activities.
9. Risk management register
 - GC to advise further.

General business

- NIL

Meeting closed: 12.00 noon

Next meeting: Working party for
Swap meet planning - Dec 3, 2021

Time: 10.30 am @
RBYC

**Royal Brighton Yacht Club
CLEANER SAILING COMMITTEE MEETING MINUTES**

Saturday 6th November 2021, 10.30 am

Venue: RBYC Library

Present

Andrew Merrett (AM), Jenny Pascoe (JP), Kirsten Mitchell (KM), Kalpana Raghunathan (KR)

Apologies- Peter Demura (PD)

Acceptance of previous minutes- as circulated

Moved: Jenny Pascoe **Seconded:** Kirsten Mitchell **CARRIED**

Business arising from previous minutes

- The cost savings from the solar panel installation are anticipated to return a strongly positive return on the investment with the financial return anticipated to be ahead of the original estimates.
- A grant of \$10,000 was received following a recommendation from MP Tim Wilson.
- EPIRBS/ELT disposal: - CSC will provide information on the Club website.
- CSC will request an environmental-sustainability message banner for CSC on the website. CSC will need to identify suitable tag line for the Banner.

Discussion

1. Report from GC meeting
 - Open day- Sunday Dec 5th Format currently under planning by GC. Abridged and modified format for the day.
 - Upcoming regattas- George mac 2021, Dec 11th and 12th. Sail Melbourne 2022, Jan 13th -17th.
 - Club racing program- commenced. Twilight sailing and weekend races.
2. Swap meet- sailing gear recycling. Promote at George Mac, try out on small scale. Have a table set up. Elizabeth Jenkins can help. KM to finalise details. All to assist with the day.
3. Clean Sailing
 - Christian Boillot, following up on a recommendation from Peter Coleman, presented ideas to incorporate clean sailing into regattas/events. He emphasized the importance of the increasing community interest in green issues.
 - Proposed ideas included green regattas, branding and organisation of future regattas as events aligned to Green activities (value proposition) and connection with industry and sponsor engagement. Emphasized the creation of high visibility for green partnerships at Club events/regattas. Increase community participation through a range of activities – e.g., youth, schools. There is the potential for a small-scale test run at the Easter One Design Keelboat Grand Prix and linking with Clean Regatta criteria. JP to liaise with Christian regarding planning and requirements.
 - JP update- planning future events at the Club. Will coordinate with sailing office and regatta organisation teams.

RBYC Cleaner Sailing Sub-Committee

4. Communications/Media
 - Website – JP talking to RBYC GM Phil Hall. We can provide content.
 - Newsletter- Items for next newsletter- address waste issue, encouraging members to dispose of waste responsibly.
 - Website
 - Promote Swap meet at George Mac.
 - Set up a table during George Mac to promote the CSC as a new entity within the Club
5. Expired EPIRB/ELT, flares and rockets, fire extinguishers
 - AM to contact Brendan Fisher
 - GC suggested liaising with Brendan (Club has flares etc. which need to be safely disposed)
 - Safe /correct disposal information to be published on Club website
6. Garbage disposal/recycling bins
 - Club will monitor waste separation once operations return to normal and peer access is open. GM aware, plans to address.
7. Beach adoption proposal- Beach patrol group. Elizabeth Jenkins has provided a contact person. They are currently looking for a team leader for their group. KM investigating group activities and potential link for Club. CSC to investigate liaising with the group.
8. Fund raising – Xmas pudding
 - Proceeds from sales will be allocated to CSC. JP liaising with Mandy Jackson.

General business

- Rule 47 (AS – Racing Rules-Blue book- JP highlighted rule 47- ‘do the right thing’ which part of sailing rules. Participants shall minimize any adverse environmental impact of the sport of sailing. Should not intentionally put trash in the water. The Club needs to promote utilisation of biodegradable materials in all regattas- during races potential for debris/objects from the boat to go overboard/into the water.
- Risk management register – Club is implementing a risk management register. PD to present relevance and details at next meeting.

Meeting closed: 11.45 am

Next meeting: Sunday November 21st

Time: 10.30am