



Royal Brighton Yacht Club

The Sailors' Club

GENERAL COMMITTEE MINUTES

Monday 25th October 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:**
 - MC to be added to the Strategic Asset Sub Committee.

True and accurate record

MOVED: Cath Hurley **SECONDED:** Paul Jenkins **CARRIED**

- **CORRESPONDENCE:**

Engineers report received regarding attenuator repairs required. Long term replacement strategy is being developed. JM suggested a working group be formed.
- **FINANCE REPORT:** Taken as read.
 - PH comment that COG sold for Catering is high due to stock wastage with snap lockdown.

Motion: Finance Report be accepted

MOVED: Peter Demura **SECONDED:** Murray Cowdell **CARRIED**
- **GENERAL MANAGER'S REPORT:** taken as read.
- **SAILING MINUTES & REPORT:** taken as read
 - BH updated the GC regarding the running of the George Mac regatta. It was agreed that we would run the George Mac regatta with invited classes only and limit those classes to ones that have a membership base at the club.
 - Sail Melbourne looks like it will be a large regatta with 4 courses being run from RBYC.



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The Sailors' Club

- OTB Sub Committee. Kenn Williamson was confirmed as the chair of the OTB sub committee.
- **MEMBERSHIP REPORTS:** taken as read
 - CH age profile of our membership & reasons for resignations was tabled.
 - New members to be approved at the next committee meeting
- **CRUISING GROUP REPORT:** taken as read
 - Titanic Night re-scheduled to 18 Feb 2022.
- **ICEBERGER REPORT:**
 - Nothing to report
- **IDAG MINUTES:** Taken as read.
 - Niesje Hees advised that Josh Stutchbery has accepted appointment to IDAG committee.
- **CLEANER SAILING:** Taken as read
 - Further work/advice is being sought regarding the disposal of EPIRBs/flares.
 - BH presented the current performance of the Solar System installed at the club. Further work will be undertaken to present this information on a screen at the club.

STRATEGIC ASSET SUB COMMITTEE

- Malcolm Mitchell has volunteered to join this committee. Malcolm initially set up the Microsoft Access database whilst he was Treasurer of the club.
- The Terms of Reference are to be formalised however the aim is to provide better visibility and control of club assets, with an eye to the maintenance requirements .
- **GENERAL BUSINESS:**
 - The club newsletter was discussed. At this stage we will request any news items be submitted by midnight on Mondays and they will be published each Tuesday.
 -
 - RBYC Opening Day was discussed. It was decided to hold Opening Day on Sunday 5th December as a less formal occasion.



Royal Brighton Yacht Club

The Sailors' Club

- Members Draw will be postponed until we can have more than 50 people attend with covid restrictions.
- Covid Restrictions for the gym, steam room and sauna are likely to continue. Waterproof fobs are being investigated.
- PD – The Risk Management register will be developed working with each of the sub-committees.
- The December General Committee meeting will likely be a short meeting followed by dinner date TBA.

MEETING CLOSED: 8pm NEXT MEETING: Monday 29th November 2021



ROYAL BRIGHTON YACHT CLUB INC.

Financial Reports

for the three months ended

30th September 2021

18/10/2021

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

Dear Board Members,

RE: Royal Brighton Financial Results – September 2021

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

Financial Results September 2021:

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

September witnessed another challenging month of trade for the Club as the lockdown continued. Although the lockdown continued, the state government has released a new roadmap to easing restrictions by targeting the vaccination rate. Hospitality venues can be re-open with a limited restriction at the end of October if Victoria hits its target of 70% fully vaccinated.

Due to the prolonged lockdown, the total revenue was down by \$110k compared to budget. The revenue received a government support of \$80k during the course of September. With the reduction in revenue, the catering department has taken the biggest impact finishing off lower than the budget expectation by \$174k. The membership, marina, and hardstand revenue were also down by \$6.8k and \$4.6k respectively when compared to the budget.

From an expenditure perspective, the majority of the expenses have been kept to a minimum and are sitting well below the budget's expectation. The Club has delved back into its capital project planning which is the installation work on the solar panel and forecourt redevelopment, bringing the capital expenditure to \$44k for the month.

The venue's cash balance has continued to increase compared to the previous months, the cash inflow is mainly driven by the government grants, membership, and marina renewal payment while at the same time, the club has continued to service all its statutory and financial liabilities obligations during the month. Please note, the September-21 BAS is a large upcoming liability 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 \$122.5k Operating Profit for the month, which is \$113.3k above budget. Overall the year-to-date operating profit stands at \$277k against a budget of \$33k.

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.

| Jul-21 | Aug-21 | Sept-21 |
|--------|--------|---------|
| 48% | 41% | 33% |

| Jul-20 | Aug-20 | Sept-20 |
|--------|--------|---------|
| 34% | 52% | 42% |

Please note the upcoming statutory liabilities listed below:

| Upcoming Liabilities | Amount | Due Date |
|-----------------------------|---------------------|-----------------|
| ATO current payment plan | \$4,905.00 | Final payment |
| 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 Super | \$4,556.19 | 28/10/2021 |
| September-21 IAS | \$9,222.00 | 25/11/2021 |
| September-21 Quarter GST | \$144,019.00 | 25/11/2021 |
| Total | \$198,939.00 | |

The Balance Sheet of the Club reflects the latest known financial position as at the end of September 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

RBYC Financial Results September 2021

In September, the Club recorded a net operating surplus of \$123k, \$113k above budget, and a net surplus of \$34k compared to a budgeted deficit of \$89k. With the Club's hospitality operations largely mothballed, catering revenue was just over \$174k below budget, while marina and sailing income were above budget. As was the case in August, the Club received \$80k in State Government financial assistance for hospitality and licenced premises. Total expenses were \$165k below budget due substantially lower wages, maintenance and occupancy costs, the latter due to the continued deferment of Parks and Bayside CC rent and substantially lower cleaning costs. Reflecting the lower wages, the total employment cost ratio declined from 41% in August to 33% in August. The year to date net deficit is \$5k and is \$267k better than projected. A breakdown of the net deficit across the major club functions sees catering contributing +\$18k, marina and hardstand +\$107k, while sailing and membership reported "deficits" of \$22k and \$108k respectively. Although the cash balance at the end of September was \$1.7m, the Club has either paid or is committed to ongoing debt repayments, channel dredging (\$92k), the ongoing day-to-day operations of the Club including maintenance, rental arrears (\$36k) and substantial GST and other statutory obligations. In addition, the ending of the lockdown means that although limited trading can resume, State Government hospitality payments will end in mid-November and the support for staff through the Federal Government's Disaster Relief payments to staff will taper off after the 80% double vaccinated target has been met. This will simultaneously reduce revenue and increase employment expenses.

Royal Brighton Yacht Club Profit & Loss - Summary

| | September 2021 | | | Year to Date | | |
|--------------------------------|-------------------|------------------|-------------------|----------------|------------------|-----------------|
| | Actual \$ | Budget \$ | Variance \$ | Actual \$ | Budget \$ | Variance \$ |
| Income | | | | | | |
| Catering Revenue | 18,629 | 192,900 | -174,271 | 186,560 | 522,700 | -336,140 |
| Membership Income | 61,345 | 68,150 | -6,805 | 184,477 | 204,450 | -19,973 |
| Marina, Hstand & Storage | 80,401 | 77,414 | 2,987 | 241,787 | 272,386 | -30,599 |
| Sailing Income | 10,189 | 5,350 | 4,839 | 18,248 | 18,250 | -2 |
| OTB Income | 518 | 12,950 | -12,432 | 105 | 13,450 | -13,345 |
| Other Revenue | 82,345 | 7,217 | 75,128 | 210,275 | 21,685 | 188,590 |
| Total Income | 253,427 | 363,981 | -110,554 | 841,452 | 1,052,921 | -211,470 |
| Catering Cost Of Sales | 5,340 | 63,766 | -58,426 | 85,617 | 172,442 | -86,825 |
| Gross Profit | 248,088 | 300,216 | -52,128 | 755,835 | 880,480 | -124,645 |
| Expenses | 0 | 0 | 0 | | | |
| General Operating Expenses | 12,889 | 20,755 | -7,866 | 41,612 | 61,762 | -20,150 |
| Professional Fees | 6,470 | 7,450 | -980 | 15,020 | 22,350 | -7,330 |
| Equipment Expenses | 6,387 | 2,025 | 4,362 | 7,283 | 6,075 | 1,208 |
| Insurances, Licenses & Rego | 10,972 | 15,148 | -4,176 | 32,815 | 45,059 | -12,244 |
| Advertising & Promotions | 1,942 | 3,210 | -1,268 | 6,695 | 9,630 | -2,935 |
| Occupancy Costs | 9,325 | 38,700 | -29,375 | 51,732 | 118,100 | -66,368 |
| Debt Recovery Costs | 0 | 15,700 | -15,700 | -1,749 | 17,100 | -18,849 |
| Maintenance & Repairs | 8,794 | 22,244 | -13,450 | 31,354 | 96,215 | -64,861 |
| Internal Club Expenses | 159 | 725 | -566 | 177 | 2,175 | -1,998 |
| Sailing Expenses | 610 | 4,000 | -3,390 | 6,531 | 8,150 | -1,619 |
| Employment Expenses | 57,592 | 161,040 | -103,448 | 276,392 | 460,052 | -183,660 |
| Total Expenses | 125,537 | 290,996 | -165,459 | 478,261 | 846,668 | -368,406 |
| Operating Surplus | 122,550 | 9,220 | 113,331 | 277,573 | 33,812 | 243,761 |
| Total Other Income | 1 | 38 | -37 | 1 | 115 | -114 |
| Total Other Expenses | 88,967 | 98,155 | -9,188 | 282,674 | 301,009 | -18,335 |
| Net Surplus/(Deficit) | 33,584 | -88,898 | 122,482 | -5,099 | -267,082 | 261,982 |
| Other Financial Metrics | Sept. 2021 | Aug. 2021 | Sept. 2020 | | | |
| | \$ | \$ | \$ | | | |
| CAPEX | 44,843 | - | - | | | |
| Cash at Bank | 1,711,650 | 1,676,909 | 1,091,475 | | | |

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

| | Catering \$ | Marina, Hardstand & Storage \$ | Sailing & OTB \$ | Membership , Admin & Other \$ | Total \$ |
|------------------------------|----------------|---|------------------------|--|----------------|
| Income | | | | | |
| Catering Revenue | 186,560 | 0 | 0 | 0 | 186,560 |
| Membership Income | 0 | 0 | 0 | 184,477 | 184,477 |
| Marina, Hstand & Storage | 0 | 241,787 | 0 | 0 | 241,787 |
| Sailing Income | 0 | 0 | 18,248 | 0 | 18,248 |
| OTB Income | 0 | 0 | 105 | 0 | 105 |
| Other Revenue | 118,839 | 0 | 13,543 | 77,894 | 210,275 |
| Total Income | 305,399 | 241,787 | 31,895 | 262,371 | 841,452 |
| Catering Cost Of Sales | 85,617 | 0 | 0 | 0 | 85,617 |
| Gross Profit | 219,782 | 241,787 | 31,895 | 262,371 | 755,835 |
| Expenses | 0 | 0 | 0 | 0 | 0 |
| General Operating Expenses | 19,869 | 0 | 170 | 21,574 | 41,612 |
| Professional Fees | 0 | 0 | 0 | 15,020 | 15,020 |
| Equipment Expenses | 2,563 | 0 | 0 | 4,720 | 7,283 |
| Insurances, Licenses & Rego | 0 | 0 | 0 | 32,815 | 32,815 |
| Advertising & Promotions | 73 | 0 | 0 | 6,622 | 6,695 |
| Occupancy Costs | 18,575 | 49 | 49 | 33,059 | 51,732 |
| Debt Recovery Costs | 0 | 0 | 0 | -1,749 | -1,749 |
| Maintenance & Repairs | 0 | 6,907 | 9,283 | 15,164 | 31,354 |
| Internal Club Expenses | 0 | 0 | 0 | 177 | 177 |
| Sailing Expenses | 0 | 0 | 4,894 | 1,637 | 6,531 |
| Employment Expenses | 160,710 | 0 | 18,672 | 97,010 | 276,392 |
| Total Expenses | 201,788 | 17,356 | 33,068 | 226,049 | 478,261 |
| Operating Surplus | 17,994 | 224,431 | -1,173 | 36,322 | 277,573 |
| Total Other Income | 0 | 0 | 0 | 1 | 1 |
| Total Other Expenses | 0 | 117,222 | 21,313 | 144,139 | 282,674 |
| Net Surplus/(Deficit) | 17,994 | 107,209 | -22,486 | -107,816 | -5,099 |

Royal Brighton Yacht Club Balance Sheet - Summary

| Account Name | July 2021 \$ | August 2021 | September 2021 |
|-------------------------------------|------------------|------------------|------------------|
| Assets | | | |
| Current Assets | | | |
| Total Trading Bank Accounts | 1,631,517 | 1,684,530 | 1,724,709 |
| Total Floats | 2,742 | 2,742 | 2,628 |
| Total Clearing Accounts | 7,526 | -9,721 | -14,669 |
| Total Debtors | 547,378 | 443,334 | 375,618 |
| Total Receivables | 5,316 | -576 | -7,835 |
| Total Prepayments | 125,359 | 121,463 | 140,338 |
| Total Stock | 60,603 | 53,898 | 56,269 |
| Fixed Assets | | | |
| Total Property | 5,177,034 | 5,130,403 | 5,134,264 |
| Total Marina & Hardstand | 981,146 | 947,718 | 915,525 |
| Total Plant & Equipment | 282,574 | 278,390 | 274,387 |
| Total Boats | 317,512 | 310,746 | 304,208 |
| Total Intangible Assets | 0 | 0 | 0 |
| Total Assets | 9,138,706 | 8,962,927 | 8,905,442 |
| Liabilities | | | |
| Total Trade Creditors | 85,269 | 88,879 | 202,549 |
| Total Accruals | 121,080 | 86,391 | 62,791 |
| Total GST and Statutory Liabilities | 219,692 | 207,465 | 172,702 |
| Total Employee Provisions | 146,331 | 136,348 | 137,778 |
| Total Bonds & Other Liabilities | 37,654 | 37,654 | 37,654 |
| Total Deferred Income- Members | 704,697 | 656,805 | 597,297 |
| Total Deferred Income- Marina | 835,456 | 788,295 | 750,882 |
| Total Bank Loans | 1,176,833 | 1,147,120 | 1,117,164 |
| Total Other Finance | 885,037 | 862,406 | 841,479 |
| Total Liabilities | 4,212,048 | 4,011,363 | 3,920,295 |
| Net Assets | 4,926,658 | 4,951,563 | 4,985,147 |
| Total Equity | 4,926,658 | 4,951,563 | 4,985,147 |

Peter Demura
Honorary Treasurer
22nd October 2021

Balance Sheet [Multi-Period]

July 2021 To September 2021

| | | July | August | September |
|--------|-----------------------------------|-----------------|-----------------|-----------------|
| 1-0000 | Assets | | | |
| 1-1000 | Trading Bank Accounts | | | |
| 1-1010 | BOM- Business Chq Acc**157544 | -\$2,583.67 | \$41,683.11 | \$2,964.77 |
| 1-1015 | BOM- MbrShp Marina Acc**098419 | \$1,612,298.45 | \$1,621,044.81 | \$1,699,941.45 |
| 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 | \$2,262.10 | \$2,262.67 |
| 1-1031 | BOM-Business Access Saver x391 | \$2,474.87 | \$2,474.89 | \$2,474.91 |
| | Total Trading Bank Accounts | \$1,631,516.87 | \$1,684,530.03 | \$1,724,708.92 |
| 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 | \$341.67 | \$227.72 |
| | Total Floats | \$2,741.67 | \$2,741.67 | \$2,627.72 |
| 1-1200 | Clearing Accounts | | | |
| 1-1210 | Cash Clearing | -\$3,468.03 | -\$9,904.36 | -\$14,828.59 |
| 1-1250 | Eftpos Clearing | \$10,994.30 | \$183.75 | \$159.82 |
| | Total Clearing Accounts | \$7,526.27 | -\$9,720.61 | -\$14,668.77 |
| 1-1300 | Debtors | | | |
| 1-1310 | Trade Debtors | \$8,305.17 | \$8,711.97 | \$13,246.37 |
| 1-1330 | Other Debtors | \$547,489.32 | \$443,038.37 | \$370,788.62 |
| 1-1340 | Provision for Doubtful Debts | -\$8,416.78 | -\$8,416.78 | -\$8,416.78 |
| | Total Debtors | \$547,377.71 | \$443,333.56 | \$375,618.21 |
| 1-1350 | Receivables | | | |
| 1-1355 | Members Control Account | \$5,316.49 | -\$576.18 | -\$7,835.25 |
| 1-1370 | Cruising Group Account | \$45,367.52 | \$45,242.52 | \$45,172.52 |
| 1-1375 | Cruising Group Clearing Acc | -\$45,367.52 | -\$45,242.52 | -\$45,172.52 |
| 1-1380 | Icebergers Clearing Account | \$110.00 | \$210.00 | \$251.95 |
| 1-1390 | Icebergers Group Account | -\$110.00 | -\$210.00 | -\$251.95 |
| | Total Receivables | \$5,316.49 | -\$576.18 | -\$7,835.25 |
| 1-1400 | Prepayments | | | |
| 1-1410 | Prepayments - General | \$38,075.09 | \$41,579.05 | \$67,854.29 |
| 1-1420 | Prepaid Insurance | \$63,430.91 | \$56,383.03 | \$49,335.15 |
| 1-1425 | Prepaid Workcover | \$20,686.16 | \$20,686.16 | \$20,686.16 |
| 1-1430 | Prepaid Interest | \$3,166.59 | \$2,814.74 | \$2,462.89 |
| | Total Prepayments | \$125,358.75 | \$121,462.98 | \$140,338.49 |
| 1-1600 | Stock | | | |
| 1-1610 | Inventory- Beverage | \$38,296.29 | \$36,837.79 | \$37,973.21 |
| 1-1611 | Inventory-Beverage non-alcohol | \$3,841.02 | \$3,344.99 | \$5,408.37 |
| 1-1630 | Inventory- Food | \$9,355.69 | \$4,605.29 | \$3,808.00 |
| 1-1650 | Inventory- Clothing & Merch | \$9,110.26 | \$9,110.26 | \$9,079.46 |
| | Total Stock | \$60,603.26 | \$53,898.33 | \$56,269.04 |
| 1-1710 | Property | | | |
| 1-1713 | Club House Leasehold at Cost | \$9,132,832.23 | \$9,132,832.23 | \$9,177,675.22 |
| 1-1714 | Amortisation Club House Imp | -\$4,678,160.16 | -\$4,716,472.57 | -\$4,749,140.55 |
| 1-1715 | Yard Leasehold Imp at Cost | \$180,929.18 | \$180,929.18 | \$180,929.18 |
| 1-1716 | Amortisation Leasehold Yard | -\$175,111.19 | -\$175,213.08 | -\$175,311.69 |
| 1-1717 | ROU Assets - Parks Victoria | \$208,661.98 | \$204,025.04 | \$199,388.10 |
| 1-1718 | Amortisation Parks Victoria | -\$111,286.33 | -\$111,286.33 | -\$111,286.33 |
| 1-1719 | ROU Assets - Bayside City Council | \$705,064.24 | \$701,485.24 | \$697,906.24 |
| 1-1720 | Amortisation Bayside City Council | -\$85,896.38 | -\$85,896.38 | -\$85,896.38 |

Balance Sheet [Multi-Period]

July 2021 To September 2021

| | | July | August | September |
|--------|-------------------------------------|-----------------------|-----------------------|-----------------------|
| | Total Property | \$5,177,033.57 | \$5,130,403.33 | \$5,134,263.79 |
| 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 | -\$6,978,549.69 | -\$7,011,606.90 | -\$7,043,441.35 |
| 1-1725 | Hardstand Leasehold at Cost | \$764,292.96 | \$764,292.96 | \$764,292.96 |
| 1-1726 | Amortisation Hardstand Imp | -\$743,441.83 | -\$743,812.53 | -\$744,171.27 |
| | Total Marina & Hardstand | \$981,145.76 | \$947,717.85 | \$915,524.66 |
| 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 | -\$1,160,108.10 | -\$1,162,968.15 | -\$1,165,689.47 |
| 1-1750 | Marina & HStand Equip at Cost | \$476,220.43 | \$476,220.43 | \$476,220.43 |
| 1-1755 | Marina & HStand Equip Acc Depn | -\$341,472.41 | -\$342,796.66 | -\$344,078.20 |
| | Total Plant & Equipment | \$282,574.03 | \$278,389.73 | \$274,386.87 |
| 1-1800 | Boats | | | |
| 1-1810 | Rescue & Work Boats at Cost | \$738,668.37 | \$738,668.37 | \$738,668.37 |
| 1-1815 | Accum Depreciation Rescue Boat | -\$511,827.92 | -\$516,872.92 | -\$521,745.48 |
| 1-1825 | OTB Sailing Boats at Cost | \$222,082.29 | \$222,082.29 | \$222,082.29 |
| 1-1830 | Accum Depreciation OTB Boats | -\$131,411.15 | -\$133,131.85 | -\$134,797.05 |
| | Total Boats | \$317,511.59 | \$310,745.89 | \$304,208.13 |
| 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 | \$9,138,705.97 | \$8,962,926.58 | \$8,905,441.81 |
| 2-0000 | Liabilities | | | |
| 2-1000 | Trade Creditors | | | |
| 2-1100 | Trade Creditors | \$85,268.90 | \$88,879.31 | \$202,548.77 |
| | Total Trade Creditors | \$85,268.90 | \$88,879.31 | \$202,548.77 |
| 2-2000 | Accruals | | | |
| 2-2005 | Deposits Received in Advance | \$3,625.00 | \$4,125.00 | \$4,125.00 |
| 2-2110 | Accruals- General | \$64,454.28 | \$29,232.89 | \$19,326.78 |
| 2-2130 | Accrual- Workcover | \$1,386.71 | \$2,523.58 | \$3,101.91 |
| 2-2140 | Accrual- Payroll Tax | \$51,613.63 | \$50,509.74 | \$36,236.91 |
| | Total Accruals | \$121,079.62 | \$86,391.21 | \$62,790.60 |
| 2-3000 | GST and Statutory Liabilities | | | |
| 2-3110 | GST Collected | \$160,634.15 | \$169,237.37 | \$175,688.41 |
| 2-3120 | GST Paid | -\$11,340.53 | -\$17,885.46 | -\$31,669.98 |
| 2-3125 | ATO Liability | \$38,473.00 | \$29,905.00 | \$14,905.00 |
| 2-3130 | PAYG Withholding Payable | \$21,432.00 | \$17,329.00 | \$9,222.00 |
| 2-3150 | Superannuation Payable | \$10,493.21 | \$8,878.78 | \$4,556.19 |
| | Total GST and Statutory Liabilities | \$219,691.83 | \$207,464.69 | \$172,701.62 |
| 2-4000 | Employee Provisions | | | |
| 2-4010 | Annual Leave Payable | \$63,020.10 | \$54,952.97 | \$56,205.55 |
| 2-4015 | Leave Loading Payable | \$11,025.06 | \$9,622.79 | \$9,841.60 |
| 2-4020 | Long Service Leave - Current | \$36,215.00 | \$36,582.00 | \$36,890.00 |
| 2-4021 | Long Service Leave Non-current | \$24,205.00 | \$24,892.00 | \$24,308.00 |
| 2-4022 | On-Cost for A/L & L/Loading | \$11,865.66 | \$10,298.35 | \$10,533.00 |
| | Total Employee Provisions | \$146,330.82 | \$136,348.11 | \$137,778.15 |
| 2-5000 | Bonds & Other Liabilities | | | |
| 2-5010 | 29er's Bond Account | \$1,000.00 | \$1,000.00 | \$1,000.00 |

Balance Sheet [Multi-Period]

July 2021 To September 2021

| | | July | August | September |
|--------|--|-----------------------|-----------------------|-----------------------|
| 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 | \$605,098.93 | \$560,416.67 | \$512,118.44 |
| 2-6060 | Other Income in Advance | \$99,597.89 | \$96,388.15 | \$85,178.52 |
| | Total Deferred Income- Members | \$704,696.82 | \$656,804.82 | \$597,296.96 |
| 2-7000 | Deferred Income- Marina | | | |
| 2-7010 | Marina 1 Year Licence | \$601,831.63 | \$574,935.74 | \$559,128.86 |
| 2-7020 | Marina 20 Year Lease | \$62,707.69 | \$51,862.63 | \$41,017.57 |
| 2-7030 | Hardstand - Rental | \$67,251.17 | \$63,320.00 | \$59,148.75 |
| 2-7050 | OTB Maintenance Income | \$103,665.14 | \$98,176.84 | \$91,586.32 |
| | Total Deferred Income- Marina | \$835,455.63 | \$788,295.21 | \$750,881.50 |
| 2-8000 | Bank Loans | | | |
| 2-8030 | Commercial Bill S331 300243100 | \$339,290.77 | \$309,577.55 | \$279,621.94 |
| 2-8031 | Commercial Bill - Non Current | \$837,542.00 | \$837,542.00 | \$837,542.00 |
| | Total Bank Loans | \$1,176,832.77 | \$1,147,119.55 | \$1,117,163.94 |
| 2-9000 | Other Finance | | | |
| 2-9010 | Equipment Loan | \$45,454.69 | \$41,444.49 | \$37,418.28 |
| 2-9011 | Equipment Loan - Non Current | \$38,772.00 | \$38,772.00 | \$38,772.00 |
| 2-9020 | Insurance Premium Funding | \$58,312.90 | \$48,594.09 | \$38,875.28 |
| 2-9021 | Current Liability - Parks Victoria | \$52,276.18 | \$47,592.74 | \$42,895.64 |
| 2-9022 | Current Liability - Bayside City Council | \$31,828.73 | \$28,977.17 | \$26,117.29 |
| 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 | \$1,544.61 | \$283.87 | \$613.74 |
| 2-9037 | Credit Card - Sammy Doddy | \$464.84 | \$358.71 | \$403.79 |
| | Total Other Finance | \$885,037.17 | \$862,406.29 | \$841,479.24 |
| | Total Liabilities | \$4,212,047.61 | \$4,011,363.24 | \$3,920,294.83 |
| | Net Assets | \$4,926,658.36 | \$4,951,563.34 | \$4,985,146.98 |
| 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 | -\$63,587.97 | -\$38,682.99 | -\$5,099.35 |
| | Total Equity | \$4,926,658.36 | \$4,951,563.34 | \$4,985,146.98 |

Royal Brighton Yacht Club

Finance Sub-Committee Meeting

Minutes of meeting of Finance Sub-Committee held Monday 30th August 2021 Via Zoom

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

Meeting opened at 5.00pm

1. Minutes of previous meeting – Peter Demura moved that they be approved, Seconded by ????. Minutes approved.
2. Overview of Accounts and Club Activity.
 - a. Strong Cash position, as at 30th August, the Club is holding \$1.73m in cash
 - b. In July, the Club received payments totalling \$20,000 from the State Government's hospitality and licensed venues support fund.
 - c. Staff are receiving the Federal Government's Disaster Payment 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.
 - d. Provision of take away coffee etc. for 4 hours on Monday to Friday is at best a breakeven proposition bringing in about \$200-350 a day while on weekends the revenue is >\$1,000 per day. This is viewed as a paramount member service and allowing for social interaction.
 - e. Marina occupancy is falling due to boats coming off the register and a 4% decline in membership in June and July (8% decline in 2020). New member interviews to be prioritised for incoming boat owners.
3. Review of Cashflow Projections
 - a. Ongoing oversight of cashflow projections, noting positive cashflow to date and strong cash balance to date.
 - b. Monitor changes to assets and liabilities and their impact on cashflow.
 - c. Update projection for RBYC dredging contribution to \$50k
4. CAPEX. & SAMP
 - a. Attenuator – cracks have been repaired and thru bolts tightened. Aim to engage a professional engineer, with insurance, to design a better solution at a cost of approx. \$2,000 to \$4,000.
 - b. An asset management plan has commenced with led by Peter Strain and Murray Codwell. Marina, breakwater, race tower and rescue boats have been covered. Outstanding are the Club's sailing dinghies and the buildings. On the latter the aim is to sit down with Scott Shelton and discuss the buildings. OTH suggest using MYOB compatible Asset Management Pro with an initial fee of \$996 and \$450 annual renewal. The main issue is the need for manual data entry vs. uploading the data from Excel.
 - c. Air conditioning is OK but may need to consider new filter requirements for COVID and new specifications are likely.

5. General business

- a. Departmental Reports – Need cost allocation for utilities (power, water and sewerage) for marina. Also look at wage costs for marina. Note the need to keep track of any changes to the cost allocation methodology.
- b. Following the Audit Report, the FSC discussed the proposed form of a risk register and what type of risks to include. The need to include professional assistance.
 - Initial thoughts on the risk assessment process were to include soft and hard assets, using different groups to collate and put together the key risks for their particular area and then, via a 2 hour zoom meeting, work through some risk scenarios.
 - Phil to source existing risk assessment and risk mitigation work and bring together in one place.
 - Keith to provide an example to stimulate thinking.
 - The risk register will be a consistent document to be used by future GCs and management.
 - Follow up with other Clubs in Sydney and Melbourne as their processes.

6. Chairman thanked everybody for his assistance over the past year.

Meeting Closed at 5.55pm. Next Meeting Monday 28th September 2021 at 5.00pm at RBYC

Note PD to sign on approval.

Peter Demura
Chair, Finance Sub-Committee & Honorary Treasurer
Royal Brighton Yacht Club
29th August 2021.

GENERAL MANAGER'S REPORT OCTOBER 2021

- OH & S – we have provided staff access to the 'dealing with difficult customers' webinar which was conducted 20/10/21. This will increase the tools that they use when dealing with difficult customers. Commodore Peter Strain is also drafting a note to members reminding them of the need to be respectful in all interactions with staff.
- There are no known untreated risks at RYBC.
- I have met with Bayside Council regarding concerns over the potential increase in the speed of bikes with the duplication of the bike path in front of the club. It was agreed that some vegetation needs to be cleared to provide a good line of sight. It was further agreed that we would reconvene after summer to address any concerns that still exist.
- Naturopath Mick Jordan will be renting the old boating office commencing 26/10/2021.
- We applied for a grant of \$10K from the Partnering Communities Program in relation to the Solar Installation. It has just been confirmed that our application was successful.
- Director Identification Number DIN – Committee members will be required to obtain a DIN. The law comes into effect from 22nd June 2022. New directors appointed after this date will have 28 days to apply for a DIN. It is currently unclear how long a person who is a director at 22/6/2022 will have to apply for a DIN. We will ascertain the best method for dealing with this requirement. If committee members already have a DIN would they please let me know the number.
- We have now officially rejoined the Marina Industry Association. John Mooney, Roger Jepson & I have reviewed their Industry standard marina agreement and will work on an update for RBYC.

Phil Hall

General Manager

Overview - Marina / Hardstand / Undercroft

Month: Oct-21

| | OTB | Hardstand | Marina | Combined | Available | Occupied | Total Vacant | Club Vacant | Owned Vacant |
|--------|--------|-----------|--------|---------------|-----------|----------|--------------|-------------|--------------|
| Oct-21 | 92.05% | 98.61% | 74.89% | 86.79% | 424 | 368 | 56 | 43 | 6 |
| Aug-21 | 92.05 | 98.61 | 73.59 | 86.08 | 424 | 365 | 59 | 51 | 8 |

Marina

| Size | Club Owned | Occupied | Occ % | Mem Owned | Occupied | Occ % | Total Pens | Total Occ | Total Occ % | Vacant Club Owned |
|------|------------|------------|---------------|-----------|-----------|---------------|------------|------------|---------------|-------------------|
| 10M | 80 | 57 | 71.25% | 15 | 13 | 86.67% | 95 | 70 | 73.68% | 23 |
| 12M | 58 | 36 | 62.07% | 16 | 13 | 81.25% | 74 | 49 | 66.22% | 22 |
| 13M | 6 | 4 | 66.67% | 0 | 0 | 0.00% | 6 | 4 | 66.67% | 2 |
| 15M | 19 | 16 | 84.21% | 16 | 13 | 81.25% | 35 | 29 | 82.86% | 3 |
| 18M | 14 | 14 | 100.00% | 7 | 7 | 100.00% | 21 | 21 | 100.00% | 0 |
| | 177 | 127 | 71.75% | 54 | 46 | 85.19% | 231 | 173 | 74.89% | 50 |

OTB Dinghy Storage

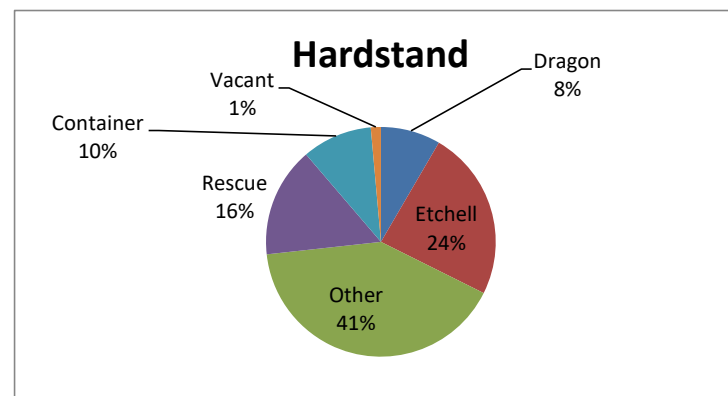
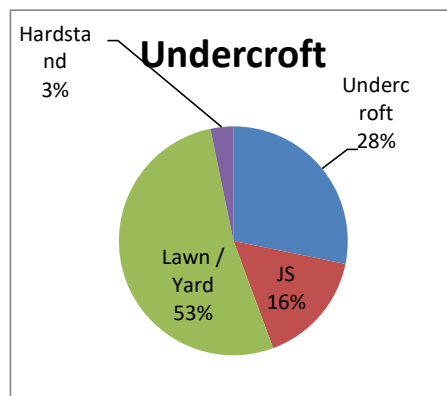
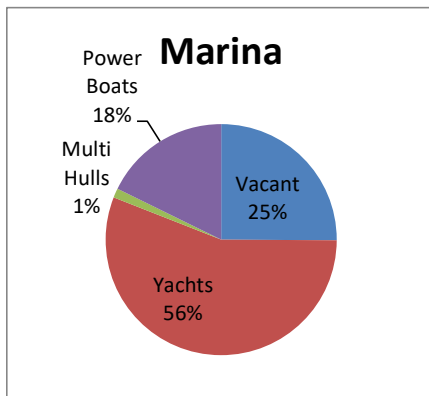
| | Undercroft | JS | Lawn / Yard | Hardstand | Total of 134 |
|------------|------------|--------|-------------|-----------|---------------|
| Total Pens | 35 | 20 | 65 | 4 | 124 |
| Occupancy | 75.00% | 90.00% | 95.00% | 100.00% | 92.05% |

Marina Boat Types

| Totals | Vacant | Yachts | Multi Hulls | Power Boats |
|---------|--------|--------|-------------|-------------|
| 231 | 58 | 129 | 3 | 41 |
| 100.00% | 25.11% | 55.84% | 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

Several Keelboat sailors (4-5) have been regularly preparing themselves for racing when restrictions lift.

There have been 2 new Keelboats arrive 'Sea Breeze' a Duncanson 34 – new Snr Member/Sailor Jono Wood-Freeman and a Oceania 331 'Name unknown' new Snr Member/Sailor James Zhao both through Yachmaster school and Sailing Office recommendations.

Lady Stonehaven & Stonehaven

Paul Woodman doing some great work to get youth members involved in both events, with Royal Melbourne Yacht Squadron, Witt-Sunday Yacht Club, King Island Yacht Club and St Helens yacht Club.

Plan is for local Melbourne clubs to lend boats to interstate clubs, and they bring their own race sails etc. Clubs informed of need to return in same order or pay for repairs.

Marina updates

In addition to 2 new yachts noted above there have been 2 motorboats taking up casual mooring.

Coming is 1 new Etchell with Snr and Crew membership, 1 large 57' Hanse with Snr Membership awaiting final purchase from New Zealand, 1 Mustang 34 motorboat also awaiting purchase.

There have also been a couple other enquiries for permanent and casual berths, noting ST Kilda works, desire to be closer to their vessel due to Covid or inability to travel Overseas or interstate and desiring alternative recreational activities.

Crew Member Ship

Several walk-ins/calls have asked to be added to my Signal messaging system 'Happy Fleet', and Bill from Yachmaster has also added another two keen potential sailors to our yachts crews. Which should lead to Crew or Senior club membership.

A couple of captains have also enquired about the system to increase their crew numbers, including Barbara Burns from the Social Sailing group.

Brett and I have discussed me presenting the Signal Group system to existing members and expanding the system to all yacht owners and all classes of boats. However, Paul Pascoe has also been busy creating an online 'Tinder for Crews'. I see benefits with Paul's system and separate ones with mine. So plan to work with Brett and Paul to create a system that reaps the benefits of both systems.

Preparation for Racing

Race Calendar has been posted and has been actively updated from feedback from RO's and others as deemed necessary.

Current focus is to get SI's, NOR's and SS's in place and posted on website.

SIGN oN/OFF, Volunteer, Handicap & Results systems

Currently trying to find time to meet with Paul, Richard Geake-Ransom, Peter Coleman and Murray to review Paul's systems.

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

Minutes - RBYC Sailing Sub Committee

| | |
|----------------------|---|
| Meeting Date | Tuesday 12th October 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)[Guest – new OTB Chair] |
| 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.</i> - <i>Proposed CH, Seconded PB- Carried</i> | | | |
| 2.0 | MATTERS ARISING | | | |
| 2.1 | Review of Sailing to date. - <i>BH – Noted ready to release Racing Calendar to members on the website as a PDF for each class.</i> - <i>ALL – Discussion on Keelboats 1st Weekend 6th Nov to drop (Windward/Leeward) in favour of passage race.</i> o <i>Agreed by All. CH to reflect in Race Calendar - Done</i> - <i>BH – 1815 Keelboat Twilight Pursuit & Ingénue races shall be No Extras. The definition on no extras shall be noted in the SI</i> o <i>Accepted by all. JS to document.</i> | | CH JS | 15/10 |
| 2.2 | Mark for rock off our tower start – diver has not been down to view. - <i>Carry over to next meeting. Discussed awaiting Diver Dan and appropriate weather day.</i> | | PH | |
| 2.3 | 2022 SAILING Champions League - 31 st Oct or 24 th Oct Suggested date is not considered ideal. - <i>BH has discussed again with Mark Turnbull, unlikely we can run due to conflict of dates.</i> - <i>Suggest race around June 2022.</i> - <i>A round will be sailed at Blairgowrie in J70's.</i> | | BH | |
| 2.4 | George Mac 11-12 th Dec 2021– organising committee - <i>Awaiting Government decisions and guidelines, fall back could be a localised OTB regatta. A decision to be made on 25th Oct at general committee meeting.</i> | | BH & PH | |
| 2.5 | Sail Melbourne review 13-17 Jan 2022 NOR & Entries have been posted. - <i>Meeting next Tuesday 19th Oct to discuss. PH & CH invited.</i> | | PP | |
| 2.8 | Webcam - <i>BH – To configure on Website.</i> | | BH | |
| 2.9 | Pier update – On track for complete opening to vehicle traffic by early November. | | PH | |

| Item | Topic | Support Paper | Action By | Complete Date |
|------------|---|---------------|-----------|---------------|
| 2.10 | Dredging update RBYC have provide all relevant data to Parks and additional soil samples. - <i>PH noted the likely start date is early November.</i> | | PH | |
| 2.15 | <i>BH not printing a program booklet and has discussed with PH as it allows for changes as needed.</i> - <i>ALL discussed online Calendar – BH work offline with CH, BH & PP to improve layout for members</i> - <i>PB noted needed to get Calendar information up as many ways as possible, to ensure everyone is aware.</i> | | BH | |
| 2.18 | <i>BH asked if everyone read could ensure they read JS's NOR</i> - <i>ALL feedback to be sent to JS by end of Sept.</i> - <i>Targeted distribution is by mid of OCT?</i> <i>(JS noted AS also needs to provide their input in time.)</i> | | ALL | |
| 2.20 | <i>One Design Regatta – Any Volunteers for running it ?</i> | | ALL | |
| 2.21 | Trophy Events – For example Malta Cup – it was suggested a link to the history of significance on webpage with link to weeks race. | | BH & CH | |
| 2.22 | BH to meet with other clubs to discuss handicap division breakup. | | BH | |
| 2.23 | Victorian Keelboat Championship Passage Series (Range Blue) Club captains to decide if this takes place. | | BH | |
| 3.0 | SAFETY INITIATIVES | | | |
| 3.1 | Sign on / sign off app – stats have not been analysed. Updates to automatically create SailPass available by the start of the season. - PP try to remove non sailing boats from scoring.ie. Only record those that sign-on! - BH Asked can we record AMS results for all boats, so we can compare a PHS result with the AMS result regardless of Class entered ? PP – Yes | | PP | |
| 3.2 | Audit of Safety Category's – Carried Forward - BH noted that MC has offered an auditor for use once COVID restrictions have relaxed. | | | |
| | | | | |
| 4.0 | OTB REPORT | | BH | |
| 4.1 | Kenn Williamson introduced as new Chair of the OTB sub committee | | BH | |
| 4.2 | Combining Stonehaven with George Mac discussed and all agreed differences in sailing skill not ideal and best to separate Quest sailors to own event. - BH & KW to discuss with Paul Woodman offline. | | BH & KW | |
| 4.3 | BH Thursday night training for single handed sailing discussed, hinges on COVID instructions. | | BH | |
| 5.0 | CRUISING REPORT | | PG | |
| | Several events have been cancelled. Bass Straight Cruise 26 th February 2022. | | | |
| 5.1 | Sunday Social Pursuit (Pursuit with Extras) - <i>Special Priced Meal at end PH to talk to chef.</i> | | PH | |

| Item | Topic | Support Paper | Action By | Complete Date |
|--|---|---------------|-------------------------|---------------|
| | - PG to send Chad Details of Barbara Burns (cruising group editor) – No need met her Sunday 17 of October. | | PG & CH | |
| 6.0 | RESCUE BOAT WORKING GROUP REPORT Parts to repair Harry T are now available (engine not lifting) - PH - Still needs to Suzuki dealer for Repair - MC – Going to install handrails so someone near Skipper can hang on, also going to look at replacing halyards. Rhibs - MC - All good, one sold - PP – noted Sorento sold Rhibs we'd been looking at to other party, so not happy, given deal was already struck with them. | | MC | |
| 7.0 | RACE MANAGEMENT TEAM INITIATIVES - JS awaiting COVID - PH – CR & other courses need review. o MC commented that RO's & Trainers may need current CPR & First Aid. o PH noted CPR valid for 3 years and First Aid level 2 required, some staff have but worth ensuring coverage. o PP suggested some online training and then a face to face o BH contingency via ZOOM refresh maybe for volunteers, to cover gaps due to COVID restrictions with face-to-face training at present. o MC & JS to work through over next couple of weeks and follow up with right people. | | PP MC JS & MC | |
| 8.0 | Any other Business - PH – Noted new requirement for Double Vaccinations for all Staff and Volunteers per Government guidelines. Staff all been notified and no issues. | | | |
| 8.1 | BH – noted audit needed of working with children. - PH said he can perform audit. | | PH | |
| 8.2 | MC – noted Bike path works underway, and sailors needing to be careful of bike& pedestrian cross over. | | | |
| Next Meeting 9th November 2021 | | | | |

| FUTURE MEETINGS | COMMITTEE | FOCUS AREAS |
|--------------------------------|-------------------|--------------------|
| 9 th November 2021 | Sailing Committee | |
| 14 th December 2021 | Sailing Committee | |

| 2021/22 MEMBERS | | | |
|------------------------|--|-----------------|--|
| Chairman: Brett Heath | sailing@bretttheathconsulting.com | Chad Humphrey | sailing@rbyc.org.au |
| 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 | Kenn Williamson | kenndo@bigpond.com |
| | | | |

Membership - September 2021

| | | TOTALS | TOTAL % |
|--------------------|-------------|---------------------|-------------|
| Senior | 341 | | |
| Senior Family | 95 | | |
| Senior Special | 14 | | |
| 40 Year | 13 | | |
| 50 Year | 38 | | |
| 60 Year + | 36 | | |
| Honorary Life | 6 | | |
| Senior Country | 13 | | |
| Senior Absentee | 33 | Total Senior | 40% |
| Crew | 129 | | |
| Crew Plus | 26 | Total Crew | 11% |
| Intermediate 18-29 | 100 | 100 | 7% |
| Youth | 86 | 86 | 6% |
| Gym | 74 | 74 | 5% |
| Social | 249 | 249 | 17% |
| Social extra | 74 | 74 | 5% |
| Junior family | 30 | 30 | 2% |
| Iceberger | 112 | 112 | 8% |
| TPI | 2 | 2 | 0% |
| sponsors | 4 | 4 | 0% |
| TOTAL | 1475 | 1475 | 100% |

| | June 2016 | June 2017 | June 2018 | June 2019 | June 2020 | June 2021 | End September 21 |
|--------------------|-------------|-------------|-------------|-------------|-------------|-------------|------------------|
| Senior | 368 | 347 | 324 | 336 | 335 | 356 | 341 |
| Senior Family | 96 | 93 | 89 | 92 | 92 | 103 | 95 |
| Senior Special | 17 | 17 | 16 | 16 | 13 | 15 | 14 |
| 40 Year | 18 | 14 | 12 | 12 | 12 | 12 | 13 |
| 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 | 6 |
| Senior Country | 12 | 16 | 16 | 15 | 13 | 13 | 13 |
| Senior Absentee | 55 | 49 | 40 | 38 | 36 | 37 | 33 |
| 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 | 86 |
| Gym | 75 | 75 | 65 | 78 | 74 | 78 | 74 |
| Social | 242 | 233 | 212 | 207 | 207 | 255 | 249 |
| Social Extra | 79 | 77 | 64 | 64 | 63 | 73 | 74 |
| Junior Family | 14 | 19 | 22 | 28 | 25 | 31 | 30 |
| Iceberger | 75 | 79 | 78 | 73 | 81 | 114 | 112 |
| TPI | 0 | 1 | 1 | 3 | 3 | 2 | 2 |
| Sponsors | 11 | 2 | 4 | 4 | 4 | 4 | 4 |
| TOTAL | 1541 | 1499 | 1413 | 1477 | 1446 | 1556 | 1475 |

| Membership count July 21 - June 22 | | | | | | | |
|------------------------------------|-------------|-------------|---------------|-------------|---------------|-------------|---------------|
| | Jun-21 | Jul-21 | -/+ | Aug-21 | -/+ | Sep-21 | -/+ |
| Senior | 356 | 342 | -3.93% | 341 | -0.29% | 341 | 0.00% |
| Senior Family | 103 | 95 | -7.77% | 95 | 0.00% | 95 | 0.00% |
| Senior Special | 15 | 14 | -6.67% | 14 | 0.00% | 14 | 0.00% |
| 40 Year | 12 | 13 | 8.33% | 13 | 0.00% | 13 | 0.00% |
| 50 Year | 39 | 38 | -2.56% | 38 | 0.00% | 38 | 0.00% |
| 60 Year + | 34 | 36 | 5.88% | 36 | 0.00% | 36 | 0.00% |
| Honorary Life | 6 | 6 | 0.00% | 6 | 0.00% | 6 | 0.00% |
| Senior Country | 13 | 13 | 0.00% | 13 | 0.00% | 13 | 0.00% |
| Senior Absentee | 37 | 33 | -10.81% | 33 | 0.00% | 33 | 0.00% |
| Crew | 140 | 130 | -7.14% | 129 | -0.77% | 129 | 0.00% |
| Crew Plus | 28 | 26 | -7.14% | 26 | 0.00% | 26 | 0.00% |
| Youth U18 | 97 | 93 | -4.12% | 89 | -4.30% | 86 | -3.37% |
| Intermediate 18-29 | 119 | 100 | -15.97% | 101 | 1.00% | 100 | -0.99% |
| Gym | 78 | 77 | -1.28% | 75 | -2.60% | 74 | -1.33% |
| Social | 255 | 249 | -2.35% | 250 | 0.40% | 249 | -0.40% |
| Social Extra | 73 | 76 | 4.11% | 75 | -1.32% | 74 | -1.33% |
| Junior Family | 31 | 30 | -3.23% | 30 | 0.00% | 30 | 0.00% |
| Iceberger | 114 | 111 | -2.63% | 111 | 0.00% | 112 | 0.90% |
| TPI | 2 | 2 | 0.00% | 2 | 0.00% | 2 | 0.00% |
| Sponsors | 4 | 4 | 0.00% | 4 | 0.00% | 4 | 0.00% |
| TOTAL | 1556 | 1488 | -4.37% | 1481 | -0.47% | 1475 | -0.41% |

POS SPEND BY MEMBERSHIP TYPE - SEPTEMBER 21

| | Total Spend per month per member type | Average spend per member type | Number of members in category | Number of members spent |
|--------------------|--|----------------------------------|-------------------------------------|-------------------------------|
| Iceberger | \$3,080.78 | \$27.51 | 112 | 54 |
| Senior Special | \$256.29 | \$18.31 | 14 | 2 |
| Gym | \$1,107.76 | \$14.97 | 74 | 19 |
| Senior Family | \$1,000.89 | \$10.54 | 95 | 16 |
| Senior | \$2,923.05 | \$8.57 | 341 | 54 |
| 40 Year | \$108.31 | \$8.33 | 13 | 3 |
| 50 Year | \$313.43 | \$8.25 | 38 | 4 |
| Crew Plus | \$170.18 | \$6.55 | 26 | 3 |
| Social | \$1,200.99 | \$4.82 | 249 | 21 |
| Senior Country | \$46.20 | \$3.55 | 13 | 1 |
| Crew | \$231.35 | \$1.79 | 129 | 10 |
| Social extra | \$45.45 | \$0.61 | 74 | 2 |
| Honorary Life | \$3.60 | \$0.60 | 6 | 1 |
| Intermediate 18-29 | \$35.78 | \$0.36 | 100 | 3 |
| 60 Year + | \$7.20 | \$0.20 | 36 | 1 |
| Senior Absentee | \$0.00 | \$0.00 | 33 | 0 |
| Youth | \$0.00 | \$0.00 | 86 | 0 |
| Junior family | \$0.00 | \$0.00 | 30 | 0 |
| TPI | \$0.00 | \$0.00 | 2 | 0 |
| Total | \$10,531.26 | | | 194 |

Member Age Breakdown Report

Royal Brighton Yacht Club

Excluding non-member types

| Membership Type | Age Group | | | | | | | | | | | | | | | |
|--------------------|-------------|--------|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|-------|--------|
| | Unknown DOB | | Upto 25 | | 26 - 35 | | 36 - 45 | | 46 - 55 | | 56 - 65 | | 66 - 75 | | 75 Up | |
| | Male | Female | Male | Female | Male | Female | Male | Female | Male | Female | Male | Female | Male | Female | Male | Female |
| Senior | 6 | 1 | 1 | | 6 | 1 | 31 | 3 | 63 | 6 | 105 | 17 | 82 | 5 | 12 | 1 |
| Senior Family | 1 | 4 | | | | 1 | 1 | 4 | 16 | 10 | 21 | 13 | 10 | 8 | 3 | 3 |
| Senior Special | | | | | | | | | | | | | 2 | | 12 | |
| 40 Year | | | | | | | | | | | 3 | | 6 | | 4 | |
| 50 Year | | | | | | | | | | | 5 | | 27 | | 6 | |
| 60 Year + | | | | | | | | | | | | | 6 | | 30 | |
| Honorary Life | | | | | | | | | 1 | | | | 1 | | 2 | 2 |
| Senior Country | 1 | | | | | | 2 | | 2 | | 2 | 1 | 3 | 1 | 2 | |
| Senior Absent | | | | | 1 | | 3 | 1 | 7 | | 12 | 1 | 6 | | 2 | |
| Crew | | | | | 6 | | 6 | | 27 | 5 | 40 | 2 | 31 | 3 | 6 | 2 |
| Crew Plus | 1 | | | | 2 | 1 | 1 | | 4 | 1 | 7 | 2 | 4 | 2 | 1 | |
| YouthU18 | 1 | | 54 | 31 | | | | | | | | | | | | |
| Intermediate 18-29 | | | 39 | 24 | 25 | 10 | | | | | | | | | | |
| Gym | 7 | 1 | 1 | | 2 | | 6 | 1 | 13 | 2 | 7 | 2 | 23 | 2 | 7 | |
| Social | 4 | 4 | 1 | | | 1 | 13 | 5 | 19 | 13 | 40 | 25 | 59 | 30 | 24 | 9 |
| Social Extra | 1 | 1 | | | | | | 6 | 1 | 15 | 4 | 21 | 3 | 16 | 1 | 5 |
| Junior Family | 1 | | 17 | 12 | | | | | | | | | | | | |
| Iceberger | 4 | 1 | | | 2 | | 7 | 5 | 13 | 15 | 32 | 6 | 19 | 2 | 4 | 1 |
| TPI | | | | | | | | | | | | | 2 | | | |
| Sponsors - Social | | | | | | | 1 | | | | 2 | | | | 1 | |
| Totals | 27 | 12 | 113 | 67 | 44 | 14 | 71 | 25 | 166 | 67 | 280 | 90 | 284 | 69 | 117 | 23 |

Membership type change report -
 from 01-Jul-2021 to 30-Sep-2021
 Royal Brighton Yacht Club
 Exported on 14-Oct-2021 at 12:11 PM
 Detail of every change

| Date | Date & Time | Member | Member | From | From | To | |
|--------------|------------------|-------------|--------------------------|---------------|---------|----------|---|
| Type Changed | Change Logged | Code / Name | Name | Type | Status | Type | |
| 20/07/2021 | 20/07/2021 11:09 | 8042 | Brown, Alison | Senior Family | Current | Resigned | Wasn't using the club or the facilities - had signed up as a single mum with two children - one her children remains at the club as an intermediate member. |
| 7/09/2021 | 7/09/2021 17:04 | 7979 | Cardamone, Pasqualino | Senior | Current | Resigned | Removed his boat |
| 1/07/2021 | 1/07/2021 12:16 | 257 | Cook, Ken | Senior | Current | Resigned | Removed his boat and requested cancellation of his membership |
| 15/07/2021 | 15/07/2021 13:13 | 6225 | Cross, Glenn | Senior | Current | Resigned | Sold their boat and moved to NSW |
| 3/08/2021 | 3/08/2021 15:26 | 7923 | Field, Adrian | Senior | Current | Resigned | Advised they sold their boat and would not be renewing their membership |
| 1/07/2021 | 1/07/2021 9:11 | 5292 | Geake, Matthew | Senior | Current | Resigned | Bought a different OTB boat and need a had surfaced ramp to get it into the water - advised that this may not be a permanent decision |
| 19/07/2021 | 19/07/2021 10:53 | 3839 | Gebauer, Silke | Senior Family | Current | Resigned | Her sailing program didn't get off the ground over the previous 2 years, Clive Lavery's partner, intends to rejoin once the boat is up and running |
| 1/07/2021 | 1/07/2021 9:11 | 7308 | Graves, Camilla | Senior | Current | Resigned | ? |
| 16/07/2021 | 16/07/2021 15:46 | 8028 | Hartnett, Rob | Senior | Current | Resigned | Rob had a change of direction recreation wise and longer required a sailing membership |
| 1/07/2021 | 1/07/2021 9:11 | 5717 | Hill, Michelle | Senior | Current | Resigned | No longer part owner of Rampant and moved away from Melbourne - very appreciative of her time here and relationships made |
| 20/09/2021 | 20/09/2021 13:31 | 6283 | Keller, Mathew | Senior | Current | Resigned | Sold his boat and moved from living across the road and no longer required membership |
| 1/07/2021 | 1/07/2021 9:11 | 7991 | Marcandan, Suresh | Senior | Current | Resigned | Loved the club and his time here but had some changing circumstances in his life and was unable to continue his membership here - hopes to come back one day |
| 5/08/2021 | 5/08/2021 14:21 | 892 | McGorlick, Kerry | Senior | Current | Resigned | Was with deep regret, however can no longer sail and due to health reasons is unable to participate in any club activities, still part of it with his granddaughter sailing |
| 2/08/2021 | 2/08/2021 13:40 | 8165 | Mink, Gary | Senior | Current | Resigned | Only joined in April 21 - advised he was moving his boat to Sandringham |
| 1/07/2021 | 1/07/2021 9:11 | 6158 | Morris, Mark M | Senior | Current | Resigned | Struggled to find crew for his boat so he sold it and then also struggled to find a regular crew gig on a suitable boat, he decided not to renew |
| 12/07/2021 | 12/07/2021 14:44 | 1925 | Pemberton, Richard | Senior | Current | Resigned | Has now come back as social |
| 6/07/2021 | 6/07/2021 16:56 | 6635 | Phillips, Mark | Senior | Current | Resigned | Sold his boat and has less reason to attend the club |
| 1/07/2021 | 1/07/2021 9:11 | 6512 | Roberts, Mark | Senior | Current | Resigned | Just advised he would no be renewing his membership - he did have a bit of trouble with the jinker that is etchell is on - we reimbursed him \$500 |
| 1/07/2021 | 1/07/2021 9:11 | 4460 | Scheerlinck, Jean-Pierre | Senior | Current | Resigned | Moved to Tasmania |
| 1/07/2021 | 1/07/2021 9:11 | 8149 | Shao, Lin | Senior | Current | Resigned | Moved back to China |
| 1/07/2021 | 1/07/2021 9:11 | 5106 | Simpson, David | Senior | Current | Resigned | Just advised he would not like to renew his membership in any category - came in and returned his keys |
| 1/07/2021 | 1/07/2021 9:11 | 4429 | Spence, Sean | Senior | Current | Resigned | Had not been active in the club for quite some time - was taking his boat out to put on a mooring - enjoyed his time here |
| 3/08/2021 | 3/08/2021 15:48 | 7945 | Sudano, David | Senior | Current | Resigned | Emailed to advise would not be renewing - he is a good friend of Adrian's and joined when he was here. |

Minutes of RBYC Cruising Group Sub-committee Meeting Held via ZOOM on Tuesday, October 5th, 2021 at 7.00pm

PRESENT:

Paul Jenkins (Chair)
Geoff Brewster, Barbara Burns, Jenny Collins, Terry Frankham, Peter Gebhardt, Pam Merritt, Peter Strain.

APOLOGIES:

Rob Hurrell, Sue Drummond.

MINUTES: Of last meeting held on 7th September, 2021, were circulated, finalised and confirmed.

MATTERS ARISING from MINUTES: Nil

CORRESPONDENCE:

Out: Nil

In: Nil

FINANCE: Nothing new to report.

COVID-19 Restrictions – Victorian Roadmap tabled

Victorian COVID Roadmap

Phase A - 80% 16+ Single Dose - Current

- Travel no more than 15 km from where you live.
- Outdoor contactless recreation limited to no more than 5 fully vaccinated people for no more than 4 hours
- Outdoor Social gatherings allowed between 2 persons from two households, or 5 persons from 2 households if all double vaccinated

Phase B - 70% 16+ Double Dose - Indicative date ~ 26 Oct 2021

- Lockdown ends, but must not travel further than 25km except for permitted reasons
- Up to 10 fully vaccinated people can gather outdoors,
- Pubs, Clubs and Entertainment Venues can open to 50 fully vaccinated people outdoors.
- Outdoor community sport open for training only (no competition); minimum number required, spectators public gathering limits apply
- Changing rooms closed
- Community Facilities: Use by fully vaccinated only: Outdoor only, DQ4 50 cap

Phase C – 80% 16+ Double Dosed – Indicative date ~ 5 Nov 2021.

- Up to 150 fully vaccinated people can dine indoors, and up to 30 can gather in public outside.
- Community Facilities: Use by fully vaccinated only: Indoors DQ4 and 150 cap, outdoors DQ2 500 cap

Phase D – 80% Double Dosed – Indicative date ~ 19 Nov 2021.

- Align with National Plan

GENERAL BUSINESS:

1. Chairman's Report –(Paul Jenkins)

- Vaccination requirements:
 - All staff will need to be vaccinated, and all have agreed to be vaccinated.
 - All who enter the clubhouse will need to be double vaccinated
 - Staff to be given counselling on how to deal with difficult customers
 - When racing, all crews will need to be double vaccinated.
- Installation of Solar Panels on Clubhouse completed and panels are operational
- Pier repairs paused during Victorian construction shutdown, but will recommence this week. Barge to return next week.
- Dredging of channel organised, plus additional dredging at marina entrance has been arranged.

2. Sailing Committee Report – (Peter Gebhardt)

- Sailing Committee has completed the 2021-22 Racing Calendar, and this will be initially be published as a .pdf document. However due to uncertainty around Covid restrictions, some of the earlier events in the Calendar may not be able to be held. The Racing Calendar will be incorporated into the online Club Calendar once there is more certainty.
- 13 Brighton Championship races (Div I and Div II). A subset of 8 of these races will also have a Div III cruising division (no extras) which will comprise the Ingenue Series.
- Care taken to ensure no conflict between Ingenue dates and the Cruising Calendar.

- Ingenue Dates:

| 2021 | 2022 |
|-----------------------|-----------------------|
| 23 rd Oct. | 29 th Jan. |
| 6 th Nov. | 12 th Feb. |
| 4 th Dec. | 26 th Mar. |
| | 9 th Apr. |

- From now on, all pursuit races, with the exception of Wednesday Twilights, will allow extras.
- Additional webcams and weather station being installed

3. Newsletter – (Barbara Burns)

- OK for next newsletter.
- Thanks to Lyn Bingham and Pam Merritt for articles.
- Should be out the end of next week.

4. Guest Speaker Dinners / Social Events

- Friday October 15th, 2021. - *Not able to be held under COVID Roadmap – therefore cancelled*
- Friday November 19th, 2021. - Agreement that if this is able to be held, then should be a social get-together only, without a Guest Speaker. Review viability at the November CG Committee meeting
- Saturday Dec 11th, 2021. – Hardstand Party
- Sunday Jan 16th, 2022. – Birthday Cruise to Royals
- Friday Feb 18th, 2022 – Rescheduled Titanic Night

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?

There was discussion around the formation of the RBYC Social Committee announced at the AGM, and in particular whether we should be looking to integrate CG social activities such as the 3rd Friday Guest Speaker Dinners and events such as the “Titanic Night” with the RBYC Social Committee activities. Peter Strain explained that the new committee was to promote cross club activities and interaction, with suggestions of Card Nights, Disco nights, etc. Apparently the Club had such a Social Committee some years ago. At the very least, the CG Committee felt that we needed to coordinate activities and ensure no conflicts. Question was raised as to whether someone from CG committee should also be on the Social Committee. Paul Jenkins to communicate with Cath Hurley.

5. On Water Events:

- Melbourne Cup Weekend Cruise (Saturday Oct 30 – Tuesday November 2nd) – Barbara Burns to contact Wyndham Harbour Marina to see if the marina and facilities would be open. If not, then perhaps there could be a “social day sail”
- November End of Month Cruise (27th-28th Nov) – Tentatively scheduled to go to Docklands and might be first opportunity to use facilities. Barbara Burns to contact Melbourne City Marina to enquire, and decision to be taken a Nov CG committee meeting.
- Sunday Jan 16th, 2022 – Birthday Cruise to Royals – Contact RYCV later this year to arrange and ensure no conflicts.
- Bass Strait Cruise Sat 26th Feb 2022 to Monday 14th Mar 2022.
 - Hold info evening in Dec. Schedule at next CG Committee meeting.

6. Deferred promotion of greater participation of boats in CG on-water activities and events.

- Survey boats in the marina, and to “doorknock” potential cruisers once restrictions have eased.
 - A number of new boats into the marina have been noted to be contacted
 - Several Power boats have shown interest – to be encouraged and welcomed
- Hold a cruising info evening once Club is back in full swing.

7. Cruising Group input to RBYC Strategic Planning.

- Assessment and Plan documents being prepared. Niesje Hees has joined GC, and is taking the lead in this preparation.
- Agreed that Cruising should meet in the New Year to provide input, and that this should be a facilitated meeting.

8. Other business

- Committee very supportive of the ongoing Friday evening Club News and Members Draw Zoom sessions.
- Terry Frankham undertook to put together a draft Cruising Group Calendar for 2022 for review by the CG committee

Meeting Closed at 7:55pm

NEXT MEETING: Wednesday 3rd November, 7.00pm at RBYC Clubrooms (*subject to COVID-19 restrictions, otherwise by Zoom*).

Chairman: _____ Secretary: _____

Date: _____ Date: _____

CLEANER SAILING SUB-COMMITTEE
[Environment and Sustainability]

TERMS OF REFERENCE

Purpose and role of the Cleaner Sailing Sub-Committee

The *Cleaner Sailing Sub-Committee* was formed to support the RBYC Strategic Plan – A Vision Towards 2030 and reports to the RBYC General Committee (GC).

The purpose of the *Cleaner Sailing Sub-Committee* is to provide a platform for initiatives, information, advice, and views to GC on matters relating to the environment and sustainable practices within the Club.

The role of the *Cleaner Sailing Sub-Committee* is to assist the GC to identify and promote projects, operations, and activities within the Club to improve the environmental capital of, and long-term environmental well-being of the RBYC community.

Functions of the Cleaner Sailing Sub-Committee

- To actively advocate and champion best sustainable practices at the Club, including operations, activities, and events.
- To identify/create a list of projects/initiatives, prioritise these and present to the GC for agreement.
- To report progress on environment and Sustainability 'agreed projects' to the GC.
- To promote understanding of RBYC's local environmental impact and landscape, through expert consultation, gathering data and other information.
- To undertake activities that encourage and promote active participation by all members to support sustainability/cleaner sailing.
- To engage with the broader Bayside community, individuals/groups/organisations to promote our goal of a sustainability and environmental capital.
- To assist in identifying relevant existing resources, groups/organisations, funding opportunities and developing new resources to support of environmental well-being of the Club and immediate surrounds such as the beach front.

Membership

- Chairperson is appointed by RBYC General Committee.
- Membership is open to all members of RBYC with an interest in, and commitment to, the purpose of the Sub-Committee.
- New members may join the Sub-Committee at any time and the Sub-Committee will actively attempt to recruit a membership that is representative of the RBYC membership /demographic.
- The term for appointed of Sub-Committee members is two (2) years.

Royal Brighton Yacht Club (RBYC)

- A chairperson/and secretary may be appointed to coordinate and manage communications and workings/functions of the group.

Authority

The Cleaner Sailing Sub-Committee can:

- Compile a list of viable projects to undertake and prioritise these initiatives.
- Prepare project plans, in partnership with stakeholders within RBYC and external parties where applicable.
- Identify the financial costs and other resources necessary to implement projects.
- Submit projects to GC for approval (agreed projects).
- Undertake approved projects subjects to GC requirements/criteria.
- The Cleaner Sailing Sub-Committee will engage with other individuals/entities whenever necessary to ensure projects are relevant and aligned with RBYC needs.

Meetings

- Normally meet at least 6 times per year as per an identified meeting schedule.
- Meetings may be attended by other interested RBYC members and representatives relevant to discussion.
- Additional meetings may be arranged outside of the planned schedule as required.
- Quorum for meetings shall be 50% of the Sub-Committee's membership.
- Have an agenda for each meeting, and minutes documented.
- Chairperson/Secretary email agenda, main action points and/or minutes to the Sub-Committee.
- Chairperson/Secretary keep a record of minutes for each meeting.
- Smaller 'sub-groups' of the Sub-Committee may meet to undertake assigned tasks identified and agreed to by the Sub-Committee.

Reporting

- The Sub-Committee reports to the GC.
- Minutes of each meeting will be provided to the GC and copy to General Manager for Club records.
- Project reports will be provided to the GC.
- A half-yearly and an annual report will be provided when required.
- Any outcomes of the Sub-Committee will be reported to RBYC members through newsletters or projects updates.

Amendment, Modification or Variation to Terms of Reference

The Terms of Reference for the Cleaner Sailing Sub-Committee may be amended, varied, or modified after consultation and agreement by a majority of the Sub-Committee members and subject to ratification by the GC.

| | |
|-----------------|---|
| Document | Terms of Reference to be approved by the RBYC General Committee |
| Approved | 04 October 2021 |
| Version | Version 1, 21 August, 2021 |

RBYC Cleaner Sailing Sub-Committee

Royal Brighton Yacht Club CLEANER SAILING COMMITTEE MEETING MINUTES

Saturday 9th October 2021, 10.00 am

Venue: Zoom

Present

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

Apologies- None

Acceptance of previous minutes- as circulated

Moved: Peter Demura

Seconded: Kirsten Mitchell

CARRIED

Business arising from previous minutes

- CSC Terms of Reference (ToR) accepted by GC.
- ToR adopted – The Terms of Reference are updated to Committee (from Group) and circulate to GC for the record. This follows the acceptance of the Cleaner Sailing Committee by the RBYC General Committee.

Discussion

- 1. Report from GC meeting – PD and KR outlined what CSC wants to do. There was general agreement and support for CSC activities as out lined in the ToR.
- 2. Update on Solar panels including cost savings – PD provided an update. With the clubhouse in shut down, it is too early for assessment of cost savings. When operational, we will report on progress. The Club plans to install a monitor/widget to display Solar panel activity on web site and club house. The Club has applied for a \$10,000 grant from MP Tim Wilson’s office towards the solar panel installation costs.

Benefits- potential cost savings. PD estimates its about \$20,000 per year. PD to share proposal from installer.

- 3. Progress on EPIRB/ELT disposal – KM report. Maritime Safety Victoria- referred us to AMSA website. Two options-
 - o One: members de-register their EPIRB(AMSA), dismantle and dispose of batteries as recommended.
 - o Two: members deregister the device with AMSA and recycle their EPIRB through a commercial operator which will collect and recycle batteries- (e.g., Battery World at a cost).

Hardstand: CSC to recommend disposal of waste items specific to boat owners’ needs providing guidance around manage waste- e.g.- oil, batteries etc.

CSC to provide instructions for boat owners on how to dispose of such items. CSC to set up a page on the RBYC website with directions for all items- e.g., scrap, oil, batteries, EPIRB.

RBYC Cleaner Sailing Sub-Committee

CSC to investigate if the Club can also in the long-term assist to collect waste.

KM & JP to collaborate to write up instruction-content for webpage. Contact Phil Hall regarding setting up webpage.

- 4. Sailing Calendar and implications for the CSC – The Club plans to publish shortly a PDF sailing calendar on the website noting that this is subject to change.

JP- start with some initial regattas and expand it to all regattas eventually. Working with GM, Phil Hall, we could start with some basic instructions on how to and then expand. Potential regattas to start with George Mac, 2.4m National Championship, Sail Melbourne, and the One Design Keelboat Grand Prix at Easter

- 5. Garbage disposal/recycling bins- KM – has contacted Phil Hall, separating waste at the Club. Club will review this process once we reopen. At present waste is not separated. CSC and the Club need to provide education to members once operations recommence.
- 6. Beach adoption proposal- KM suggested we get in touch with Elizabeth Jenkins to discuss the organisation which is already working in this space (3186 Beach Patrol)
- 7. Flares and rocket disposal – AM- investigate the potential for a planned flare shoot for Club members. Such an event gives members a chance to practise in a safe, controlled environment. CSC suggests connection with the ORCV to coordinate a planned day to use up old flares. AM to contact Grant Dunoon (Commodore ORCV).
- 8. Expired/illegal fire extinguishers – AM- Illegal BCF fire extinguishers may still be use. CSC will provide information for members on our webpage. There may be a need examine how the rescue/safety boats manage the fire extinguishers although any issue with BCF extinguishers is more likely to reside with older private boats. CSC can include this item under boat safety audits.
- 9. Swap meet- sailing gear recycling – KM- This is subject to Club Opening Day plans. We can look at another day in future. KM is consulting Elizabeth Jenkins (experienced in organising swap meets) for guidance on how to plan a swap meet. KMhas drafted a Swap Meet Plan. We will need to promote the event and coordinate with Phil Hall and JP to advertise. To investigate - create a webpage for posting messages-notice board. Ideal – physical swap meet to start with.

General business

- JP- Newsletter items to be coordinated with Phil Hall.
- Create a web page on Club website.

Meeting closed: 11.10 am

Next meeting: Saturday 30th October

Time: 10.00am

Royal Brighton Yacht Club

Meeting Notes – Asset Management Subcommittee

Initial Meeting: Tuesday 11 October 2021, 6:00 pm – 7:00 pm

Follow-up Meeting: Tuesday 18 October, 6:00 pm – 7:00 pm.

Participants

Niesje Hees, Peter Strain, John Mooney, Kal Raghunathan, Murray Cowdell, Andrew Merrett

Purpose of Subcommittee;

- Draft TOR has been developed and will be finalized at the next meeting, summarising the purpose of the committee in providing oversight of the club's Asset Management strategy and approach.

Key points

Priorities for Asset Management

1. It is agreed that the highest priority is to have a central and accessible view of our asset maintenance program, including scheduling, costs and resourcing of maintenance.
2. It is noted that the Asset register has met our needs for financial reporting, and the auditors are satisfied with our accounts. However, the list of assets does not reflect the way we manage our assets.
3. Peter Strain is developing a Strategic Asset Management Plan which will be maintained going forward.

Next Steps

- On Tap has recommended a software package, Asset Management Pro, which integrates with the Finance system MYOB, and would able us to maintain service logs, as well as other non-financial aspects of asset management (eg. records of warranties and insurances). The GM has been provided with a summary of the capabilities of this package. On Tap has confirmed that information relating to our assets can easily be uploaded to the package.
- Before committing to the implementation of this package, an exercise will be undertaken to review the Asset register within existing financial groupings, with a view to developing a more usable inventory of assets.

Clubhouse Leasehold Improvements

- Clubhouse Leasehold Improvements
- Yard Leasehold Improvements

Marina Leasehold Improvements

- Marina Leasehold Improvements
- Hardstand Leasehold Improvements

Plant & Equipment

- Furniture, Plant & Equipment
- Marina & Hardstand Equipment at Cost
- Rescue Boats
- OTB Sailing Boats at Cost

The exercise will seek to compile an asset inventory undertaking the following;

- Confirm asset (including whether it needs to be split, or combined with another one)
 - Location of asset
 - Service requirements (incl routine and planned maintenance) for which we need to maintain records
 - Does information about this asset need to be included in an asset manual? (for information of staff and/ or club members)
-
- This exercise will be conducted incrementally beginning with the groupings related to Marina (Peter S, John and Andrew), Rescue Boats (Murray and Peter Austin), and OTB (Sailing office).
 - In due course a plan will be developed to complete an inventory of remaining assets, including Clubhouse related assets, and confirm the suitability of the Asset Management Pro software for our needs (Kal will assist).