



Royal Brighton Yacht Club

The Sailors' Club

GENERAL COMMITTEE MINUTES

Monday 26 September 2022, 6.00 PM RBYC Committee Room

- **PRESENT** - Niesje Hees (Commodore & Chair), Peter Demura, Peter Gebhardt, Brett Heath, Murray Cowdell, Peter Coleman, Cath Hurley, Neil Sargeant, Marnie Irving (online), Phil Hall.
- **APOLOGIES** - Nick Barber

The meeting commenced with Commodore Niesje Hees welcoming new members to the Committee. The following slides were presented by NH and aspects were discussed.

- **PREVIOUS MINUTES**

True and accurate record;

MOVED: Cath Hurley

SECONDED: Niesje Hees

CARRIED

- **MATTERS ARISING FROM PREVIOUS MINUTES**

- Nil

- **CORRESPONDENCE**

- Letter from Queenscliff Coast Guard noted.

NH presented the following slides and explained to the committee the strategic plan that has been previously circulated.

Discussion on various points ensued with the following outcomes agreed:

- Branding Guidelines document to be circulated to the Committee – PH
- New Working Group – Marketing to be chaired by Cath Hurley.
- Membership Sub-Committee to be transitioned to marketing working group noting that all Committee members are working together on membership. Social Sub-Committee now supports events for members
- A strategy workshop to be considered to formalise Marketing approach.



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- A discussion regarding a potential RBYC Capital Fund was held. It was agreed that more research regarding the appropriate entity would be undertaken, and an implementation plan developed.
- GC Member Engagement – in the short term a spreadsheet will be circulated to have GC representation at club events.
- GC were requested to undertake Working with Children and Director ID accreditation.

▪ **RISK MANAGEMENT**

Online Incident Reports to be re-directed to N.Hees & P.Demura

▪ **FINANCE REPORT**

- It was agreed that a meeting with OTH & FSC take place to establish meaningful and timely reporting.
- It was proposed that the Finance Sub Committee be chaired by MC and include NH,PD,BH, Keith Badger and possibly 1 other TBA.
- It was further proposed that we invest some of our current cash surplus to Term Deposits with BOM, PH to source rates.

MOVED: Peter Demura

SECONDED: Niesje Hees

CARRIED

▪ **GENERAL MANAGER REPORT – tabled**

▪ **SAILING MINUTES - tabled**

▪ **MEMBERSHIP**

- New members be approved to membership

MOVED:

Niesje Hees

SECONDED: Peter Gebhardt

CARRIED

▪ **CRUISING – report tabled**

▪ **IDAG – nothing to report**

▪ **MARINA AND ATTENUATOR ADVISORY GROUP – nothing to report**

▪ **AQUATIC MEMBERS – nothing to report**

▪ **ASSETS – nothing to report**

▪ **SOCIAL COMMITTEE - nothing to report**



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- **CLEANER SAILING – nothing to report**
- **GENERAL BUSINESS**
 - PC thanked the previous committee for their work.
Rooster has donated 9 vouchers for use on opening day
 - MC noted that RB9 will need to be replaced soon, quotes are being sought.
- **MEETING CLOSED: 8:26PM**
- **NEXT MEETING: 24.10.2022** This meeting has been brought forward due to the Cup Weekend.

NEW GENERAL COMMITTEE 2022/23

FLAG OFFICERS

- COMMODORE – NIESJE HEES
- VICE COMMODORE – PETER DEMURA
- REAR COMMODORE – PETER GEBHARDT
- CLUB CAPTAIN – BRETT HEATH
- HONORARY TREASURER – MURRAY COWDELL

GENERAL COMMITTEE MEMBERS

- NICK BARBER
- PETER COLEMAN
- CATH HURLEY
- MARNIE IRVING
- NEIL SARGEANT
- VACANCY

TOPICS

- INTRODUCTIONS
- RBYC STRATEGY OVERVIEW
- SUBCOMMITTEES & WORKING GROUPS
- DISCUSSION RE POTENTIAL CHANGES / IMPROVEMENTS
- CURRENT PROJECTS
- APPROACH TO FILLING THE GC VACANCY
- GC MEMBER ENGAGEMENT
- GC “TO-DO”

THE RBYC STRATEGIC PLAN “A VISION TOWARDS 2030” CAN BE FOUND ON THE RBYC WEBSITE.



Sailing Pathways



Membership



Marina, Beach & Hardstand



Clubhouse



Catering & Functions



Community



Shared Values Harmonising Pillar

Shared Values

Shared Respect in the enjoyment of our waterfront location

- *Well known to be an active club where people want to be*
- *Proud of our sailing history*
- *Inclusive and welcoming*
- *Excellent facilities and programs*

Sailing Pathways

A learning culture and active engagement to foster enjoyment and participation in the sailing community

- *Multiple pathways and options for all interests and levels of experience*
- *Mentorship for casual sailors, elite sailors and volunteers*

Membership

Members feel recognised as members

- *Members of all ages and interests value their membership*
- *Members feel comfortable as part of the RBYC community and proud to be part of it*

Marina, Beach & Hardstand

The destination of choice across the Bay

- *Full utilisation supported by an active program of activities*
- *An integral part of the harbour precinct plan*
- *Meeting the needs of our member base with an appealing offering*

Clubhouse

A memorable, cohesive, well-utilised hub

- *Members feel at home*
- *Welcoming to the broader community*
- *An enjoyable place to be*

Catering & Functions

An attractive catering venue for both members and non-members

- *A key financial platform*
- *Provides for a variety of catering options and events*
- *Wide range of competitive offerings for members and the community*

Community

A valued element of the community

- *Active partnerships with community organisations*
- *Well recognised and highly regarded brand*

THERE ARE 6 STRATEGIC PILLARS AND ONE OVERARCHING PILLAR

SUBCOMMITTEES & WORKING GROUPS

CURRENT - SUPPORTING THE STRATEGY



Shared Values



Sailing Pathways



Membership



Marina, Beach & Hardstand



Clubhouse



Catering and Functions



Community

Subcommittees

Sailing	✓	✓	✓			✓
Assets	✓		✓	✓	✓	
Membership	✓		✓			
Cruising	✓	✓	✓			
Aquatic / Iceberger	✓		✓	✓	✓	
Cleaner Sailing	✓		✓			✓
Social	✓		✓			✓
Finance	✓	✓	✓	✓	✓	✓

Working Groups / Advisory Groups

Marina & Attenuator	✓	✓	✓	✓		✓
Rescue Boats	✓	✓				
IDAG	✓		✓			✓

SUBCOMMITTEES & WORKING GROUPS

PROPOSED - REMOVE MEMBERSHIP SUBCOMMITTEE (ALL GROUPS SUPPORT MEMBERSHIP, AND WE GET STATS FROM THE OFFICE REGARDLESS)
PROPOSED - ADD MARKETING WORKING GROUP (TO ADVISE AND ASSIST WITH MARKETING STRATEGY ACROSS THE CLUB)



Shared Values



Sailing Pathways



Membership



Marina, Beach & Hardstand



Clubhouse



Catering and Functions



Community

Subcommittees

Sailing	✓	✓	✓			✓
Assets	✓		✓	✓	✓	
Cruising	✓	✓	✓			
Aquatic / Iceberger	✓		✓	✓	✓	
Cleaner Sailing	✓		✓			✓
Social	✓		✓			✓
Finance	✓	✓	✓	✓	✓	✓

Working Groups / Advisory Groups

Marketing	✓	✓	✓	✓	✓	
Marina & Attenuator	✓	✓	✓	✓		✓
Rescue Boats	✓	✓				
IDAG	✓		✓			✓

SUBCOMMITTEES & WORKING GROUPS

MEMBERSHIP AND GC REPRESENTATION

Subcommittees

Sailing

- *Chaired by Club Captain*
- *Includes Marnie & Peter G & Murray*

Assets

- *Currently chaired by Niesje*
- *Murray is a member*
- *Nick to be included*

Cruising

- *Chaired by Geoff Brewster*
- *Peter G is a member*

Aquatic / Iceberger

- *Chaired by Jack Hawkins*
- *Cath Hurley to join*

Subcommittees

Cleaner Sailing

- *Chaired by Andrew Merrett*
- *Peter D is a member*

Social

- *Chaired by Karen Johns*
- *Cath is a member*

Finance

- *Chaired by Hon Treasurer*
- *Peter D, Niesje and Brett are members*

Membership (under discussion)

- *Currently chaired by Cath*
- *Marnie is a member*

Working Groups / Advisory Groups

Marketing (under discussion)

- *TBD*

Marina & Attenuator

- *Chaired by John Mooney*
- *Niesje is a member*
- *Neil to join*

Rescue Boats

- *Murray and Peter C are members*

IDAG

- *Currently chaired by Niesje*

PROJECTS OUTSIDE OF SUBCOMMITTEES

SET UP YACHTING FOUNDATION

- *CURRENTLY PETER C, NIESJE, PHIL, ROGER JEPSON*
- *INVESTIGATING OPTIONS AND WILL DEVELOP IMPLEMENTATION PLAN*

150TH ANNIVERSARY BOOK

- *NIESJE TO SET UP WORKING GROUP WITH DON WARNER*
- *CLOSE LINKS WITH SOCIAL COMMITTEE FOR 15TH CELEBRATIONS*

GC MEMBER ENGAGEMENT

ENSURE GC REPRESENTATION AT ALL CLUB EVENTS (AT LEAST ONE MEMBER) E.G.

- FIRST FRIDAY LUNCH*
- CRUISING FORUM DINNERS*
- AFTER RACE PRESENTATIONS*
- MEMBERS KEY DRAW*
- ANY FUNCTIONS ORGANISED BY THE CLUB (EG WINE TASTING DINNER ETC)*

NEWSLETTER CONTRIBUTIONS

- GC MEMBERS TO TAKE A TURN WRITING AN ARTICLE FOR THE NEWSLETTER (ROSTER TO BE DEVELOPED)*

GC TO -DO

1. ARRANGE TO HAVE A PHOTOGRAPH TAKEN FOR THE WEBSITE
2. DO THE PLAY BY THE RULES ONLINE COURSE AND SEND THE CERTIFICATE YOU RECEIVE TO THE RECEPTION@RBYC.ORG.AU.
[HARASSMENT & DISCRIMINATION COURSE - PLAY BY THE RULES - MAKING SPORT INCLUSIVE, SAFE AND FAIR](#)
3. APPLY FOR A WORKING WITH CHILDREN CHECK IF YOU DON'T ALREADY HAVE ONE.
[HTTP://WWW.WORKINGWITHCHILDREN.VIC.GOV.AU/](http://www.workingwithchildren.vic.gov.au/)

26/09/2022

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

Dear Board Members,

RE: Royal Brighton Financial Results – August 2022

Below is a summary of the Club's financial results for August 2022, as well as accompanying commentary.

Financial Results August 2022:

The financial reports for the period have been prepared on a calendar month basis from 1st August to 31st August 2022. The Club traded as usual throughout the month, trading for all 31 days.

The Club has had a better trading month in August, with total revenue reported increasing by \$55k from the previous period. The increase in revenue is reflected in income across all key operational departments with Marina, Hardstand and Storage income reporting an increase of \$5k, Catering Revenue increased by \$33k, and Membership Income slightly up by \$2k. Overall, the Club earned \$389k in Revenue for August.

Expenditure month-on-month has decreased by \$15k. The prominent decrease in Expenses can be attributed to the \$15k decrease in Employment Expenses. Additionally, Professional Fees and Operating Expenses decreased by \$3k respectively and Equipment Expenses remained consistent with the previous period. However, Occupancy Costs increased by \$6k, Repairs and Maintenance expenditure increased by \$3k, and Internal Club Expenses increased \$1k. In total, Expenses for the period came in at \$273k.

As a whole, the Club generated \$46k of Operating Profit in August.

As OTH have not yet received the budgeted figures for FY23, we have not undertaken a budget analysis for August.

When reviewing the financials for August, please take note of the following:

- The Marina 1yr and 20yr leases figures are inaccurate due to an audit adjusting journal relating to the FY21 financials. This will be corrected with an adjusting journal in September.
- The GST Collected component is inflated due to the member invoices for FY23 being issued prior to the end of the September quarter. We will adjust this amount accordingly for invoices that are not paid within the quarterly period during September.
- The deferred income figures are likely to be updated upon finalisation of the member magic account, which was unable to be accurately reconciled this month due to outstanding queries with the Venue.

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.

Jun-22	Jul-22	Aug-22
40%	55%	45%

Jun-21	Jul-21	Aug-21
36%	45%	27%

Please note the upcoming statutory liabilities listed below:

Upcoming Liabilities	Amount	Due Date
August-22 IAS (<i>paid</i>)	\$25,279.00	21/09/2022
August-22 Super Contribution (<i>paid</i>)	\$14,360.80	28/09/2022
Total	\$39,639.80	

The Balance Sheet of the Club reflects the latest known financial position as at the end of August 2022, and I can confirm that the Club is up to date with all statutory payments and lodgements.

Final Audit testing for the Club has been completed and OTH are awaiting the adjusting journals and close out report from Ashfords to finalise FY22.

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

GENERAL MANAGER'S REPORT SEPTEMBER 2022

- The recarpeting of the Members Bar is scheduled for week commencing 24th October. The billiard table is booked to be temporarily removed during this period. We may operate a “members bar” in the Bayview private early in this week whilst carpet works are undertaken. The corridor from the Change Rooms/Gym/Sauna has had the vinyl lifted due to trip hazards. We are waiting on an effective solution/quote for this area.
- Unfortunately, our Chef Jason Peynenborg has resigned from the position of Head Chef. We are actively looking for a replacement.
- OH & S – There have been no reports with outstanding issues.
- Staffing - All instructors have undertaken an induction refresher prior to the commencement of the school holiday programs.
- Staffing - As recommended by the auditors New casual staff are now being issued with confirmation of employment notification which they must sign as acknowledged. We will work through the existing casual staff during the course of the year.
- Opening day run sheet follows

11:00 Invited guests arrive Tea/Coffee in Members Lounge
11:15 Bagpipes playing in yard (George)
11:30 Welcome - **Commodore Niesje Hees**
11:32 National Anthem
11:35 **Rev. Ian Morrison** from St Andrews Brighton Blessing of the Fleet
11:40 Guest of Honour, Captain Ainsley Morthorpe
11:45 Brett Heath – Introduction of Sailing Season Highlights
11:50 Commodore Round up and presentation of wine to Captain Ainsley Morthorpe & Rev Ian Morrison
11:55 Commodore, Guest of Honour and Peter Austin to make their way to the flagpole. Guest of Honour Ainsley Morthorpe read out official opening statement, “On behalf of the Flag Officers and Committee of the Royal Brighton Yacht Club, I hereby declare the 2022 / 23 sailing season officially OPEN.” As GOH say “OPEN” Ross Fisher fires the gun and PA breaks out burgee.
12:05 Move out to the boats
12:30 Official boat “It’s a Privilege” to depart dock.
12:45 Official Boat anchored
13:00 Sail Past commences
13:50 OTB Fleet Start
13:55 One Design Fleet Start
14:00 Keelboats – Pursuit Start
14:15 Official boat returns to dock to drop off dignitaries
15:00 Food & Drink Specials available to purchase
15:30 Band Commences
17:00 Presentation Best Dressed Boat etc.

Phil Hall

General Manager

Minutes of RBYC Cruising Group Sub-committee Meeting Held at RBYC Clubrooms, Tuesday, September 6th, 2022 at 7.00pm

PRESENT:

Paul Jenkins (Chair)

Geoff Brewster, Barbara Burns, Rod Cuthbert, Sue Drummond, Terry Frankham (Secretary), Peter Gebhardt.

APOLOGIES:

Rob Hurrell, Pam Merritt, Peter Strain

MINUTES: Of last meeting, held on 2nd August, 2022, were confirmed.

MATTERS ARISING from MINUTES

- Nil

CORRESPONDENCE:

Out:

- Nil

In:

- 4 Sep 2022: Email from Pam Merritt advising:
 - 1) of her intention to retire from the CG Committee after the Nov meeting, and,
 - 2) that Pam and Will Merritt were delighted to receive the Commodore's award at the 2022 Presentation Night.

FINANCES:

- Current balance of \$50,458.52 reported by Peter Strain (via Paul Jenkins – pers com.)

GENERAL BUSINESS:

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

- Welding work to repair the attenuator has commenced – 2 days of a 5 day job have been completed.
- No Seabed lease extension yet. Survey required to incorporate proposed extension. Delays due to staffing changes at Parks Vic, and this along with upcoming State election means that new lease not likely to be executed this year. Peter Strain will continue to follow up beyond the end of his term as Commodore.
- Quotes being obtained for new gate for the hardstand.

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

- Opening Day October 1st – Viking theme
- Ongoing discussion around Regattas that the Club would/could host
 - Club has been asked to host 100% of Sail Melbourne in January – large job, as this is usually split over a couple of clubs, some reluctance to take this on.
 - RS100 Nationals in the New Year.
 - Etchell Nationals in March
 - Etchell Worlds in 2025.

3. **Social Committee Rep** – (Sue Drummond).
 - Opening Day Activities – Viking themed.

4. **Newsletter** – (Barbara Burns)
 - A number of articles received.
 - Will include write-ups on Will and Pam Merritt, and on Jenny Collins.
 - Ongoing discussion on frequency of publication – will continue with monthly as of now, but may reduce frequency over the winter months when activity is low.
 - Discussion around including short “things we have liked” items – be it boat trades/services, locations etc.

5. **On Water Events:**
 - Friday 23rd – Sunday 25th Sept. - **Grand Final Long Weekend Cruise**, Destination Wyndham Harbour, co-ordinator: Barbara Burns

 - Saturday 29th Oct – Tuesday 1st Nov – **Melbourne Cup Long Weekend Cruise**, Destination Mornington / Martha Cove (weather dependant). Co-ordinator Peter Gebhardt

 - Sunday 15th January, 2023, **Birthday Cruise to Royals**.

 - Saturday February 25th – Monday March 13th 2023?: - **Bass Strait Cruise**
 - + TF to contact QCYC to give heads up on dates
 - + Need to schedule info night

6. **Guest Speaker Dinners / Social Events:**

Review of on Friday 19th August event

 - Kahhoot Quiz Night, hosted by Bryan Drummond
 - Enjoyable evening, however only 24 attendees.

Future Program:

- Friday September 16th 2022 – **Barbara Burns and Geoff Brewster**
 - Kimberly Coast Cruise
 - BB and GB to provide picture and short description to TF to put together promotion
- Friday October 21st, 2022 – **Progressive Dinner**
 - Need to start lining up host boats.
 - Pam Merritt has agreed to Co-ordinate
- Friday November 18th, 2022 – TBD
- Saturday, Dec 3rd, 2022 - **Hardstand Christmas Party**.

Possible future speakers:

- Mark Stranger – Hobart Yachts, who run Cruises in Tasmania – Rod C contact.
- Neil Blake, Port Phillip Bay-keeper
- Prof Peter Cooke – Energy Transition Hub?
- Speaker from the BOM?
- A Boat Broker? Buying and selling contracts, surveys, etc
- Jesse Martin – Rod C to get contact info.

Suggested that we look to have an “interview” format evening with one or more senior members with long and illustrious history of sailing. To be investigated further

7. 2022-2023 Calendar

- TF tabled a straw Cruising Group Calendar that covered the period through to YE2023. After brief discussion, and minor modification, this was accepted and endorsed by the committee.
- TF to submit same to Colin Burgess

8. Risk Management

a) Risk Assessments for on Water Cruising activities:

Following on from last month's discussion, Peter Strain is working with Kenn Williamson to revamp the risk assessment format for sailing activities. CG to wait for this work to be completed prior to undertaking any further work in this area.

b) Boat Safety Audits:

This has been an item of discussion and action by Club Captains, with the question of whether it should include Cruising boats. Committee discussed whether Club had any responsibilities for "Cruising in Company", and discussed approaches experienced when cruising at other clubs. Acknowledged that we may need to set minimum standards for Cruises that are on the Club Calendar (e.g, Cat 5N overnight Bay Cruises?, Cat 2 for Bass Strait Cruises?)

- Question raised as to how to handle Power Boats that cruise?

- Will wait on direction from General Committee

9. Other business

- Farewell dinner for outgoing chair, Paul Jenkins, and for long standing committee member Jenny Collins to be held Thursday 13th October. Past chairs and partners to be invited.
 - + BB to coordinate
 - + TF to forward list of past chairs to BB
 - + Cruising Group to pay for Paul Jenkins and Jenny Collins (and partners)
- Follow up of investigation of mast trolleys for the Hardstand to be held over to a subsequent meeting

Meeting Closed at 8:45pm.

~

NEXT MEETING: 7:00pm, Tuesday 4th October, 2022 at RBYC Clubrooms

Chair: _____ Secretary: _____

Date: _____ Date: _____

Membership count July 22 - June 23

	Jun-22	Jul-22	-/+	Aug-22	
Senior	368	353	-4.08%	353	0.00%
Senior Family	127	124	-2.36%	123	-0.81%
Senior Special	12	11	-8.33%	11	0.00%
40 Year	12	14	16.67%	14	0.00%
50 Year	38	36	-5.26%	36	0.00%
60 Year +	33	36	9.09%	36	0.00%
Honorary Life	7	7	0.00%	7	0.00%
Senior Country	14	15	7.14%	14	-6.67%
Senior Absentee	31	33	6.45%	34	3.03%
Crew	123	113	-8.13%	113	0.00%
Crew Plus	24	27	12.50%	29	7.41%
Youth U18	81	67	-17.28%	68	1.49%
Intermediate 18-29	102	95	-6.86%	94	-1.05%
Gym	74	66	-10.81%	67	1.52%
Social	288	281	-2.43%	289	2.85%
Social Extra	78	75	-3.85%	77	2.67%
Junior Family	40	41	2.50%	44	7.32%
Aquatic	132	134	1.52%	131	-2.24%
TPI	2	2	0.00%	2	0.00%
TOTAL	1586	1530	-3.53%	1542	0.78%

New Members to Be Ratified 26.09.22

Paul Phillips & Sarah Godlee	Senior & Social Spouse
Alexander Collins	Senior
Stuart Tamblyn	Senior
Ilona Barron	Senior Family
Bruce Robinson	Crew
Chris Pritchard	Crew
Chris Cormak	Crew
Kieren Lewis	Gym
Sami Lambe	Gym
Irene Waters	Aquatic
Campbell Thompson	Intermediate
Harrison Reynolds	Intermediate
Martin Hutchinson	Social
Anthony Brown	Social
Graeme Robinson	Social
Donald Fensom	Social
Peter McDougall	Social
Helen White	Social spouse
Brie Bartlett	Junior Family
Em Barron & Eddie Barron	Junior Family

POS SPEND BY MEMBERSHIP TYPE - August 2022

	Total Spend per month per member type	Average spend per member type	Number of members in category	Number of members spent
Crew Plus	\$2,114.70	\$72.92	29	15
Senior Family	\$7,981.95	\$64.89	123	62
Aquatic	\$8,263.50	\$63.08	131	88
40 Year	\$803.53	\$57.40	14	6
Senior	\$19,772.20	\$56.01	353	181
Gym	\$3,692.37	\$55.11	67	36
TPI	\$86.57	\$43.29	2	2
Senior Special	\$474.00	\$43.09	11	7
Honorary Life	\$289.35	\$41.34	7	5
60 Year +	\$1,486.10	\$41.28	36	10
50 Year	\$1,485.37	\$41.26	36	14
Social	\$11,661.82	\$40.35	289	100
Crew	\$2,668.20	\$23.61	113	41
Senior Country	\$277.50	\$19.82	14	4
Intermediate 18-29	\$526.71	\$5.60	94	10
Social extra	\$343.15	\$4.46	77	6
Junior family	\$16.50	\$0.38	44	1
Senior Absentee	\$0.00	\$0.00	34	0
Youth	\$0.00	\$0.00	68	0
Totals	\$61,943.52		0	588