

Committee Meeting 7:00PM 7th August 2023

Minutes

<u>Point</u>	<u>Action</u>
1) <u>Welcome</u> The Commodores opened the meeting and welcomed all	
2) <u>Apologies/Attendance</u> Apologies: Sallie Condy, Kirstie Brown, Angus Macdonald Attendance: See Sederunt	
3) <u>Previous Minutes</u> <u>Proposed:</u> Andrew Leech <u>Seconded:</u> Bill Aitchison	
4) <u>Matters Arising</u> None	
5) <u>Treasurer's Report</u> See Attached This month outgoings exceeded income again and this is likely to continue for the rest of the year, the big expense this month was for mooring licences.	<u>Andrew</u>
6) <u>Secretary's Report</u> a) Membership: Currently there are 161 members showing but this includes a number who have not re-joined and are in the process of being removed from the system. b) Policies Due to length of each document and to give time for adequate discussion it was proposed introduce the revised policies over a number of meetings the See Cadet Report c) Carpark: A revised set of bye laws for use of the carpark for storage was proposed and accepted a copy of the revised document to be sent to all the members. An alternative layout was proposed, and this will be circulated to members for comment d) Moorings: The fees have been paid are and a final recollimation is underway as reported there is an issue with members who did not put the current green tags on their moorings It is likely this will not be resolved until the new tags are issued in 2025. e) Accidents: None f) Correspondence: We have a letter from Paul Bew looking for sponsorship for his son Jake to take part in the European foiling wind surfing Championship in Cadiz and if successful, this could lead to a place in the	<u>Scott</u>

British Olympic Team. Following discussion, it was agreed to donate £500 from the Callum MacLaughlin Fund.

7) Sailing Secretary

Bill

We are now halfway through Series 3 of Wednesday evening racing, and we have been fortunate with favourable conditions, ensuring completion, albeit somewhat light at times. 7 Pipers and 4 White Sail has become the normal turnout, with the dinghies and Flying Fifteens varying between 2 and 4. For the Gantocks race, conditions enabled a course outside the confines of the Loch to be sailed, for the first time in 3 years, and the distance was covered in excellent time with Chris Bowen completing the course in just over 90 mins in his Flying Fifteen More Mischief. The Piper Championship is being held at RGYC this coming weekend, and if all promises are met there should be more than 12 competitors. Preparations for Polaris are well in hand, and Alison Currie has again very kindly agreed to oversee the Cadet fleet in Ardnadam Bay.

8) Cadet Officer

Neil

The first of the Policies on Equalities was presented and agreed with a small number of minor additions. Further policies will follow at subsequent meetings. Cadets will start back on the 10th. The old Toppers in need of repair and other dinghies have been removed.

9) SCIO Application next Steps

a) **Application:** the date of submission has slipped and is now due to go in August

Andre/Sallie Scott

b) **Polices on going**

10) Thursday Club

The Thursday Club is going from Strength to Strength with work being done to clean up the carpark, clean the gutters paint the fence and fix the holes in the roof, a white board to put up on display which can detail the jobs required

Jim

11) Report on Skiffs

Carried over to September meeting

Kirstie

12) Polaris

The Race Program is all in hand it was decide to hold a pre Polaris Meeting on the 28th August to finalise things It was agreed to invite Kenny Love to attend. We need to approach Duncan to get a team together to put up the awing.

13) Other Business

a) The lift out will take place on Saturday 16 September starting around 11:30 an email to go out to members enquiring about numbers

Duncan

Post meeting note email sent 9/8.23

Scott

b) It was agreed to reinstate the annual cruise and picnic to Ardentinnay a date was set for 20 August an email to go out to members.

Chris

Post meeting note email sent 9/8.23

Scott

- c) It was suggested that as there are a number of ongoing tasks which require regular attention and monitoring to be completed, that we seek volunteers initially from the committee and then from the wider membership it was agreed to put this on the Agenda for the September meeting

14) Date of Next Meeting

19:00 hrs 28/8/2023 in the Club House to discuss Polaris

All

Meeting Closed: 21:15 hrs

Proposed Bill Aitcheson _____ **Date** 4/9/2023 _____

Seconded Andrew Leech _____ **Date** 4/9/2023 _____

Commodore Jim Mclean _____ 4/9/2023

The HLSC Club Minutes of Committee Meetings are not subject to the Requirements of Writing (Scotland) Act 1995, so this Minute can be 'signed' by the Members and Commodore typing their names into the electronic document.



Timetable to Become a SCIO

Date	Task	Update
April	<p>Constitution signed off by Committee.</p> <p>Members advised of revised dates</p>	<p>Agreed in Principle at April Meeting.</p> <p>Emailed members re postponement 4th</p>
May	<p>Finalise Application which includes.</p> <ul style="list-style-type: none"> a) Trustee Training 9th b) Sign up Trustees 9th c) Focus Group 23rd d) Start work on Members Briefing e) Start preparing revising Polices. <ul style="list-style-type: none"> -Membership -Funding and Grants -Equalities -Child Protection/Vulnerable Adults -Data Protection 	<p>✓ a+ c-d Complete one more required for b</p> <p>Target of Aug for Polices</p> <p>Working up revised Polices</p>
June	<p>Finalise members Briefing.</p> <p>Issue Notice of Meeting inc. Members Briefing 16th</p>	<p>✓ Done</p>
July	<p>Special General Meeting 4th @ 19:30 hrs (CASC)</p> <p>Agenda</p> <p>1 Agree Revised Constitution</p> <p>2 Agree that on Approval from OSCR to wind up the CASC</p> <p>If Approved Submit Application by 11th</p> <p>Inc.</p>	<p>✓ Application Date to be revised to end of July</p>



	Submission of Revised Policies	
August	Commence Development of Transition Plan	
Sept	Appoint Solicitors.	
Oct	Formalise contact with Council.	
	Confirm Transition Plan	
	Contact HMRC re the winding up the CASC.	
	Contact Bank re new Accounts	
Nov	Receive Confirmation	
	Transfer Accounts and Contracts to the new SCIO	
	CASC and SCIO run Concurrently	
Dec		
Jan	Wind up CASC	
Feb	SGM (SCIO) to set fees for 2024	
Ongoing	<ul style="list-style-type: none">a) Start development of Members Handbookb) Gift Aidc) Possible Grant Fundingd) First AGM of SCIO	



WORKS

Internal/ External	Task (Est Cost)	Instigated	Current Situation	Cost/ Estimate	Complete	Comments
Internal	Electrical Check	2019	System upgraded to meet safety Standard		2020	To be done again in 2025
External	Upgrade Sewage System to meet current spec	2018	On Hold	Est £9k		
External	Extend Slip	2018	Change in spec	Est 4K		See attached
Internal	Curtains to be replaced with Blinds (£500)	2021	Committee did not approve works cancelled	NA	2020	Take down old Curtains
External	Repair /Replace Canopy (TBC)	2021	Complete new Canopy to be delivered	£2,000		
Internal	Upgrade Bar (TBC)	2021	Now on Site	TBC		Completed
Internal	Kitchen upgrade	2021	Now on Site	EST £8K		Completed
Internal	Upgrade Heaters	2021	To get details Costs	TBC		Put on hold
External	Extend the Lean too over the current Dinghy Pend	2021	On hold until close of season	TBC		Duncan/Scott Taking Forward
External	Crane/Derrick for lifting on and taking down masts (TBC)	2021	Feasibility being investigated	TBC		Put on hold
Internal	Replace single pane windows at front of Club house with DGU (TBC)	2021	Feasibility being investigated	TBC		Put on hold
Internal/ External	Task (Est Cost)	Instigated	Current Situation	Cost/Estimate	Completed	Comments
Internal	Electrical Check	2025	Current Cert in Place start process Dec 2024	£600		Cost Est £600 based on 2020 costs

	Completed or abandoned
	Work in Progress
	Planned works



POLICY/CONSTITUTION/RULES REVIEW

Policy/Constitution /Rules /Other	Task	Instigated	Current Situation	Completed	Comments
Constitution	Review Constitution	Jul 21	Complete	Complete	
Policy	Data Protection Review	Due in 22			Scott To Take Forward
Policy	Equalities Review	Due in 22			Neil To Take Forward
Policy	Complaints	Due in 22			Scott To Take Forward
Policy	Child Protection	Due in 23			Neil To Take Forward
Policy	Health and Safety	Due in 22			Scott/Neil To Take Forward
Rule	Storage of Craft on Club Grounds	Due in 23			Scott To Take Forward
Rule	Accident Reporting	Due in 23			/Scott Neil To Take Forward
Other	Upgrade Website	Jul21	New Wbesite to go live in April 22		Complete
Other	Review of Governance Model	Mar 22			Underway

	Completed or Abandoned
	Work in Progress
	Planned works

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P= Present A=Absent Part =PT AP=Apologies

Jim Mclean Commodore	P	Kirsty Brown Vice Commodore	P
Andrew LeechTreasuer	P	Scott Crossley Secretary	P
Bill Aitchison Sailing Secretary	P	Neil Towart Cadet Officer	P

2nd Term Year 1			
Gus MacDonald	AP	Chris Bowen	AP

2nd term Year 2			
Sallie Condy	AP	Lorn Campbell	P

2nd Term Year 3			
Vacant		Jim Campbell	AP

Ongoing Attendance

Number of Committee Meetings 5

Jim Mclean Commodore	5	Kirsty Brown Vice Commodore	4
Andrew LeechTreasuer	6	Scott Crossley Secretary	5
Bill Aitchison Sailing Secretary	4	Neil Towart Cadet Officer	4
Gus MacDonald	3	Chris Bowen	3
Sallie Condy	3	Lorn Campbell	4
Vacant	-----	Jim Campbell	3