

BOARD MEETING IN CLUB HOUSE MONDAY 7th April 2025 MINUTES

1.	Welcome and Apologies					
	Present: Kirsty Brown, Alistair McLean, Harris Munns, Sallie Condy,					
	Bill Aitchieson, Andrew Leech, Marion Bowen, Stuart Brown					
	Alisdair Clements, Catriona Craig.					
	On-line Attendance:					
	Apologies: Iain Hurrel, Neil Towart					
	Kirsty welcomed everyone to the meeting and introduced Pippa and					
	Craig Wilson, and Ali Gordon.					
2.	Club Storage, Carpark and Moorings Update					
	Storage and Carpark					
	Craig Wilson gave an update on activity undertaken to determine who					
	owns what in the car park and storage areas. Photos have been taken					
	of everything and are currently trying to match to the information on					
	Webcollect.					
	Tags will be issued to everyone who is paying for storage once payment					
	has been made.	SC/CC				
	Need to check old constitution re the number of dinghies that can be					
	stored.					
	Front door code = 1973					
	Padlock dinghy store = 1973					
	Sallie to do email to all members with dinghies in store notifying them	sc				
	about the cleaning up of the dinghy cage.					
	<u>Moorings</u>					
	Ali talked through the following which had been sent as an email.					
	Approximately 58 moorings laid within our field, 42 west of Audio adam Diam 40 to the Foot					
	Ardnadam Pier, 16 to the East.					
	44 subscribed owners as of January 2025 (2024's subs).					
	23 owners have requested service through Club, some					
	members prefer to deal directly with Neil Cunningham.					
	7 requests for moorings.					
	3 owners selling moorings, others are becoming available.					



- Some moorings have changed hands it will be easier to identify them when their boats appear
- Neil has started to service the moorings.
- moorings@holylochsailingclub.onmicrosoft.com now live but needs to be conveyed to members. 2
- Largs Chandlers contacted the Club advising us of their new
 moorings division (they see a void in the market with the closing
 of Gael Force in Glasgow) I have spoken to Graham Smith to
 find out what they are offering which, for now is to supply all
 mooring materials from individual components to full moorings.
 He has been in touch with Neil as they do not have the
 capability to lay moorings. I explained that the Club has a
 working relationship with Neil.

GOING FORWARD

- Identify all moorings once boats are on them.
- Issue new tags, when they arrive, to paid up members.
- Coordinating members who want a mooring with owners who want to sell/rent
- Identifying redundant / unused / unlicenced moorings.
- Reporting unlicenced moorings to Crown Agents.
- Looking at utilising redundant / unused / unlicenced moorings as an income stream.

It was agreed that an email should be issued to all members who have paid for a mooring, storage in carpark and dinghy storage updating them with the new information.

SC/CC

CC to chase up mooring tags.

CC

Visitor Moorings – Craig Wilson has a mooring which is not going to be using this year – this can possibly be used as a visitor mooring.

Club Moorings – the club has three moorings, two for the ribs and a visitor mooring. These need to be checked.

All information to be collected and saved into teams so that anyone on the Board can access it.



	Idea to use "what 3 words" for identifying mooring locations.	
		CC
	Ali and Craig have been invited back to the June 9 th meeting.	
		CC
	Board to discuss steps to deal with unpaid members at the May 12 th	
	Meeting	
	Craig has agreed to may ide some hay staff training. OC to speck to	00
	Craig has agreed to provide some bar staff training - CC to speak to	CC
	Craig and arrange a Sunday to do some bar staff training for volunteers	
3.	Minutes of Previous Meeting	
	The minutes were approved.	
	Proposer: Andrew Leech	
	Seconded: Stuart Brown	
4.	Matters Arising	00
	CC to chase up mooring tags and the invoice.	CC
	Andrew Lands to a superior state of the same sta	A.1
	Andrew Leech to source valuation for club assets.	AL
	Alisdair Clements is trying to get a surveyor to get a valuation for the	
	clubhouse and buildings etc.	AC
	ctubilouse and buildings etc.	AO
	Individuals bank details are not held by the club, we do not hold record	
	of credit card details etc.	
	of Grant data details etc.	
	PVG results are held by Disclosure Scotland we (the club) don't hold	
	the details. Joyce Hawkins (Club Disclosure Convenor) is the only	
	person who has access.	
	poroon who had added.	
	Long term solution for slip way – to be kept on the agenda.	
	20.0 15 Solution 15. Sup Way to 50 Nope on the agonia.	СС
	Funding	
	Weir Foundation – Marion updated the board. The Foundation is	
	currently overwhelmed by applications she will keep trying.	МВ
	The state of the s	
	Kitchen, Bar and Cleaning Rota – Volunteers needed. Approach People	
	who come regularly on a Wednesday night and to social events. Ask	MB/SC
	for volunteers in email.	
	Handbook the cost of printing the handbook is £450 look to get the	IH
	advertising to cover the cost.	



	KB asked that the following remain as standing items:	
	Funding Development	
	Safety Boat	
	 Moorings 	
	Carpark	
	Club Maintenance	
	Polaris Regatta	
5.	Treasurer Report:	
	Shearwater have paid last year's Polaris Sponsorship.	
	See attachments HLSC Feb Accounts, HLSC March Accounts and	
	HLSC Receipts.	
	There was £1,000.00 unexpected expenditure in March – the burglar	
	alarm and the EICR certificate.	
	Grass Cutting – it was agreed to pay for grass cutting.	
	The Accounts to be submitted to OSCAR are now only missing the	
	valuations for the buildings and fixtures and fittings.	
	KB would like the board to receive the full accounts so that they can	
	look at them and agree prior to submission. KB will issue and this to be	KB/CC/ALL
	discussed at May meeting. KB requested that all board members read	
	and consider the accounts before the next meeting – any questions can	
	be raised at the meeting in May. The accounts should go to someone	
	who has experience of dealing with SCIOs e.g. Hendersons.	
	Accounts must be submitted to OSCAR by September.	
	A McLean - £462.04 servicing of Rib 2 – he has invoices to submit to	
	Treasurer.	AM/AL
6.	Secretary Report:	
	License Applications:	
	Licences applied for Opening Regatta and Piper Cocktail Party no need	
	to apply for event licence for these.	
	Event license successful for the ABBA night – future event licences	00
	should be easier to obtain.	CC
	Playpark Lease to Council	



	CC has spoken to Councillor Sinclair, who has taken it up with David Logan at the Council. This has now been highlighted to Legal and Estates within the council who are liaising with Roads and Infrastructure Services. Waiting to hear back from them. Will keep you posted.	CC
7.	Sailing Secretary Report	
	Bill and Bob (Donaldson) are having discussions re racing courses and rules. Bill will supply CC and SC with updated handbook and website.	BA/SC/CC
	Bill now has a new Red Ensign which is of superior quality.	
	Start time for the Opening Regatta is 14.00hrs – time gun	
	Tuesday night racing will commence after Scottish Series. The first night will be Tuesday 27 th May.	
8.	Principal Training/Cadet Officer	
0.	Timolpat training/ Gadet Gineer	
	KB asked if the cadets normally do a beach clean and if there was one planned for this year.	NT
8.	Safety Boats – A McLean	
	Steve Thompson has agreed to take on role of safety boat co-ordinator	
	working with A McLean. CC to send another email chasing up those who have not responded.	СС
	All safety boat crew now have to be PVG checked. There is a grace period until June. Brief discussion on PVG requirements, Joyce Hawkins has taken on the role of co-ordinating PVG checks for the Board and has been in touch with all board members re required information.	
	Neil Towart has offered to do safety boat training (PB2 course).	



No 2 safety boat has been serviced. No 1 safety boat has had the	AM/ST/KB
battery out, cleaned and painted. No issues foreseen.	
AM, ST and KB to have a meeting to discuss safety boat and rota.	
If someone competing in the race series steps in and does the safety	
boat they will get average points for the race.	
KB expressed her thanks to AMcL for all his work on the maintenance	
on the two ribs. She also noted that it was great that Steve Thompson	
has stepped in to help with safety cover and co-ordinating the safety	
boat.	
9. Funding Development Co-ordinator	
KB announced that Roberta Brown had agreed to take on the role of	
looking into funding opportunities and funding availability. KB	
expressed her thanks to RB for taking on this role.	
10 Strategy Decument	
10 Strategy Document KB and MB have been working hard to pull this together and are nearly	KB/MB
there.	מויו/טא
10. Maintenance Co-ordinator	
10. Plaintenance 60-ordinator	
Very successful day on Saturday 4 th April organised by SB. SB	
delighted with the weather and the work carried out, disappointing	
turnout from membership out with the committee.	
KB noted that all those who turned up did a double shift (am and pm)	
Still plenty of jobs to be done. The Thursday Club is going to continue –	SB
one to be held each month.	
Antifouling the ribs is high priority.	
CO to manage the Thomas does Olyste detect Odth Access to the control of	00/00
SC to promote the Thursday Club dates. 24 th April is the next one and a	SC/SB
date to be fixed for May.	
Club house window covering. AC agreed to get a quote for Thermal	AC
Blinds to replace the curtains.	
11. Club Membership and Growth	



meeting. CC Communications and Promotions KB suggested getting a cadet to help out on social media. Instagram, Facebook etc SC & CC to discuss communications plan Sc/CC 13. Social Events A brief discussion round the lack of members attending club social events. Thanks was expressed to Marion and the team for all the hard work put into running these events. MB asked if we require a licence to sell non-alcoholic drink e.g beer. CC to investigate CC ABBA night was an excellent night – many non-members attended. Bar took £435 + £540 in tickets. Spring Tea at the Opening Regatta – there will be a small charge (£5). SC to promote the spring tea – starts at 3pm. Prizes welcome for the raffle. Need to put some posters up promoting the Lottery. Need to check license requirements re raffle. "It'll Never Work" - film and talk. Been promoted to all local sailing clubs. Tickets are free. Ask for a voluntary donations on the night. Polaris – KB asked CC to add Polaris as a standing item on all future agendas. "Urban Fokkers" – the band that played last year were very poular. KB asked if it was ok to book them again for this year. Agreed. 14. Club House a. Alarm updated – send out new code information to members. b. Changing Rooms; KB asked that NT let us know what the RYA expectations are, they say to do the best they can – clarification is required.		CC to speak to lain to prepare a paper to issue in advance of the next	
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			NT
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	Portacabin option: KB has spoken to John Cameron, he is going to keep an eye open.	
	c. Toilet facilities: is there a requirement for accessible toilet? Would	
	this require planning consent? Need to consider options to solve this	
	issue.	
	We require an active solution in time for the start of racing and	
	Thursday night events.	CC
	Changing facilities to go to top of the agenda for the next meeting.	AC
	Alisdair Clements going to do some research.	CC
	Front door Lock: CC to arrange for change of lock and create a register of key holders.	
	Club WiFi – currently with 3. Need to look at getting new contract.	СС
	Leave on the agenda for the next meeting.	
	Club Laptop: KB asked if we could buy a club laptop? This could also	
	be used with HALS race results.	SC
	SC going to investigate if possible to get a free laptop as we are a SCIO.	CC
	This item to be kept on the agenda under club house.	
15.	Windows Teams	
	Setting this up priority for CC	CC
16.	Web Collect	
	Cadet consent forms – there have been some issues with the consent	
	forms. Sallie going along on first cadet night to help with any issues	SC
	signing on. Sallie also offered to come along on the first Wed race	
	night to help anyone with issues signing on. KB agreed to do sum up	SC/KB
	machine on first race night.	
17.	Skiff Donations	
	AL raised the issue of how this would be managed. He pointed out that	
	there would need to be a separate bank account. Suggested that it be	
	a Funding Allocation. KB asked if this could be a memorandum to the	
	accounts? SC asked how many separate funds we would be likely to have?	
	Currently we have 3 funds: Cadets, Calum McLachlan Fund and an	
	Emergency Fund.	
	Emorgonoy i unu.	SC
	It was agreed to take the Skiff donation down from Web Collect.	
18	A.O.C.B	
	Anything not covered on the agenda to be added to next meeting	CC
	agenda.	
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	Bob Donaldson has been approached by Peter Collyer's family with a donation of sailing related items. Can it be stored in the loft/garage?	
	Sallie Condie: Sponsor a Brick	SC
	MB asked AMcL about first aid boxes – do rescue boats need new boxes? NT asked to provide a list of what is required for safety boats. AMcL agreed to check that everything is in date.	AMcL
19.	Date of next meeting Monday 12 th May 2025 @ 7pm in the club	ALL
	house.	

SEDERUNT from March 2025 Meeting 4					Meeting 4		
	Present	On-line	Apologies		Present	On-line	Apologies
Kirsty Brown	3	1	0	Bill Aitchies	3		1
Alistair McLean	4		0	on Harris Munns	4		0
Andrew Leech	4		0	Marion Bowen	4		0
Sallie Condie	3		1	Stuart Brown	3		1
Catrion a Craig	4		0	Alasdair Clemen ts	2	2	0
Neil Towart	3		1	lain Hurrel	3		1

