Holy Loch Sailing Club SCIO
Sandbank, Dunoon, Firth of Clyde

BOARD MEETING IN CLUB HOUSE
MONDAY 3rd March 2025
MINUTES

		ACTION
1.	**Welcome and Apologies** **Present:** Kirsty Brown, Alistair McLean, Harris Munns, Iain Hurrel, Neil Towart, Sallie Condy, Andrew Leech, Marion Bowen, Stuart Brown, Catriona Craig. **On-line Attendance:** Alisdair Clements. **Apologies**: Bill Aitchieson Kirsty welcomed everyone to the meeting and introduced Janis Marshall Reilly, Third Sector Support Advisor for Cowal and Bute	
2.	**Presentation By Janis Marshall Reilly, Third Sector Support Advisor Cowal and Bute** (appendix 1) Commodore thanked JMR for a very informative and interesting presentation. JMR offered future support.	
3.	**Minutes of Previous Meeting** The names of some Board Members had been misspelled – these were corrected. It was also noted that changes to the Board of Trustees do not need to be notified to OSCAR (must be filed) but AL confirmed the constitutional changes had been submitted to OSCR within the timeline required The minutes were approved. Proposer: Kirsty Brown Seconded: Neil Towart	
4.	**Matters Arising** Slipway: KB had circulated a report prepared by Jim Campbell to SB and AM. Carpet in Clubhouse: KB had arranged for a friend to clean it after the wine pairing event. The carpet has come up well. Moorings Declaration: CC has contacted Bidwells and the declaration will be made. It should be noted that last year's mooring fees have yet to be paid as we are awaiting an invoice due to the change to SCIO, Bidwells are addressing this.	**CC**

	Heart Start: Planning on having the Heart Start event in the Autumn. MB is picking this up as part of next autumn/winter social events. It was also discussed that Cadets should be encouraged to do this Volunteering Email: This still needs to be issued. CC and SC to liaise. Crown Estates Fund: Closing date August 2025 RGYC: SC and AL had sent some useful information to Iain Guthrie re setting up as a SCIO. New Members: SC going to contact as per discussion to complete relevant information for Web collect and club membership. Dinghy Storage: Craig Wilson is now on the case and has sent SC a list of tenders that have not paid for storage. Car: There is a car currently in the carpark that has caused concern due to insurance liability. KB is going to speak to the owner. CC to speak to CW re bar training, is this required for Bar volunteers and if so can he help Forward Calendar: It was asked that events such as the Piper AGM be noted as external events as they are not open to all members. The question was asked if the Piper Cocktail Party was a joint event or a Piper Event. CC was sure it was a Piper event but would confirm. SC commentated that if club members were included in the invitation, then the charge would not be external and this was agreed last year.	**MB/NT** **CC/SC** **MB** **SC** **SC** **KB** **CC** **CC**
5.	**Treasurer Report:** Money has been coming into the club from applications for the Boat Jumble. £39.50 from Argyll Lottery. Club is on target to get £460 in the year from the Lottery. Reminder for everyone to promote taking part in the Lottery to support the club. (SC has been promoting it on FB once a month). Abba tickets are selling well.	**ALL**

	Some membership renewals have started coming in. KB returned the bank card and Booker card to AL. AL has initiated the process with the Bank of Scotland to add Catriona Craig 31 December 2024 Bank statements circulated to all Board members AL needs to pull together a list of club assets and values for the SCIO annual return. NT has supplied a list of cadet boats (Appendix 2). BA is pulling together a list of the trophies etc related to racing. The club has no current valuation for the land and buildings. AC agreed to get a quote for doing a valuation. AL to supply AC with the title drawing.	**AL/AC**
6.	**Secretary Report:** Insurance company has been contacted and updated with new contacts for the club. e.g. Commodore and Secretary. Email received from Radu Miscoy who has been endorsed by Jim and Joan Campbell. CC to email him and ask him to apply on the club website. Membership approved. Andrew McIlvoy applied for membership. Membership approved **Events License:** An events licence has been applied for, for the Abba night. We have been asked to supply a risk assessment for the evening, and information on the food offering. Harper McLeod –CC to follow up and see where we are with Harper McLeod. Speak to local Councillors to expedite the issue which is costing the club a huge amount for very little return – the club is providing a great community benefit by leasing the play park to the council for such a minimal fee.	**CC/SC** **CC/MB** **CC**
7.	**Sailing Secretary Report**	

	Arrangements continue apace in preparation for the season. The Calendar has been finalised and circulated to the Board, but the Prizegiving and AGM dates have yet to be fixed. Update of the courses, with the help of Bob Donaldson, is taking place. Some email exchanges about sufficient number of dinghies sailing on Wednesdays have taken place, and commitments have been positive. I have discovered that the race management lights in the Race Box are no longer made, therefore replacement bulb supply nil. I'll obtain LED floods from Holland House, , in time for the season start.	BA
7.	**Principal Training/Cadet Officer** **PVG** checks are under way Joyce Hawkins has agreed to facilitate this. Due to now being a SCIO, all board members will require to be PVG checked. Joyce is currently focusing on KB, AL, CC and BA, after that she will get the other board members done. **Volunteer Membership** – Sallie has agreed to take this on. Chris Wilson will be running the kitchen again for cadets on a Thursday night. This year we will be using web collect for Cadet sign up. Neil is coming up with a welcome pack for cadets.	NT/JH SC NT/SC
8.	**Maintenance Co-ordinator** Stuart Brown highlighted that 10th and 24th of April have been selected as maintenance days – Thursday club and Saturday 5th April where there will be a morning session 10 am – 1pm and an afternoon session 2pm – 5pm. Commodore asked if cleaning of the large windows inside the clubhouse could be added to the to do list CC and SC to coordinate promotion of this.	SB SC/CC
9.	**Policy Documents** SC had prepared a summary document on the changes required to club policies which are uploaded to the website The Board were asked if they had read them before hand and if there should be any	

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A number of questions ensued.
UK GDPR – the club's handling of data privacy needs to be updated to reflect that it is now UK GDPR.
A question was asked of the treasurer in respect of Bank details held on file for any reason. AL believed this not to be the case but would do a double check.
Business Members – need to prepare letters to business members (currently Swordfish and Shearwater) clarifying exactly what the business member offer is
Storage Document: MB pointed out that the wording around dinghy storage suggested that the club was only able to offer limited space, this is not the case, and SC was going to amend the wording.
KB questioned the different wording regarding tenure of office bearers and this needs to be consistent and in line with the constitution e.g. .
Roles and Responsibilities: Vice Commodore should serve 2 years, and Commodore should serve 2 years, however both will always be up for re-election annually.
Note to check for spelling error, 'R&R S4 "important".
SC to update the policies based on agreed discussion and upload to the website.
Storage Policy: Craig Wilson will check to ensure that everything is stored correctly. Quarterly Reports to be requested from Car Park/ Storage Convenor (Craig Wilson) and Moorings Convenor (Ali Gordon). Craig and Ali to be invited to the next Board Meeting for the first part of the meeting. CC to compile a list of questions to send out to each of them prior to the meeting. Any questions from the Board have to be sent to CC.</td><td>SC
AL
CC/KB
CC/ALL
CC</td></tr>
<tr><td>10.</td><td>Social Events
<table><tr><td>1</td><td>Wine Tasting</td><td>Great success</td></tr><tr><td>2</td><td>Abba Night</td><td>29 March</td></tr><tr><td>3</td><td>Opening Regatta</td><td>3 May</td></tr><tr><td>4</td><td>Piper Cocktail Party</td><td>17 May</td></tr></table></td><td></td></tr>
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<tr><td>5</td><td>Piper Anniversary Regatta/ Crews Race & Strone & Tresta Cup</td><td>21/22 June</td></tr>
<tr><td>6</td><td>Polaris</td><td>12-14 Sept</td></tr>
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a. Up-coming events
i. Boat Jumble – looks like 15 tables sold, all indoor tables taken. People can come and sell from their cars outside for £10.00.
ii. There has been a request from a Rib company to come and sell, agreed MB can agree a price with them for space.
Kitchen Support – Rowena and Alison.
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<td>Club House
1. Alarm – being upgraded later this month.
2. Changing rooms – agreed to postpone discussion on this till April meeting- add to agenda for next meeting
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<td>12.</td>
<td>Slip Way: Crown Estates note for -closes August 2025
SB has been looking into the solutions for the slipway. Highlighted that we need two solutions firstly a short-term solution to keep it operational and secondly a long-term solution to keep it functional for the future.

In the short-term SB proposes using the Thursday Club to make the slipway useable and safe for dinghies. AC agreed short term solution to keep in use.

The long-term solution requires more time. Jim Campbell has prepared a feasibility study. Jim McLean had spoken to Ross McArthur. The solution for the long term requires a meeting of its own. Need to consider Crown Estates Funding.

Hold a separate meeting for the slip way and come up with ideas. KB suggested a subcommittee to take on this role.

SB reminded everyone that the first Maintenance Day will be 5th April there will be am and pm shifts so no-one feels they need to commit to the whole day. CC to promote – ideally with a maintenance report/list of jobs that need doing.
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<td>AM/SB

SB

AM/AC/SB/HM

SB

CC/SB</td>
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	SB left the meeting.	
13.	**Windows Teams – CC** to ensure everyone has an email address and access to the Teams workspace. Requested that we use Teams for meetings rather than Zoom etc	CC
14.	**Business Members** KB has spoken to both Shearwater and Swordfish. CC to write clarifying the Business Membership offer.	CC/KB
15.	**Club Membership and Growth** IH spoke briefly about some of his ideas e.g. Friday night social sailing. Come and try events Club Handbook: advertisers £40 per page. Find out cost to print handbook. Mark sponsorship – IH to pull together a proposal. This item will be discussed properly at the next meeting.	IH IH IH
16.	**Vision Plan (appendix)** SC has updated the Vision Plan - this would be a good source of items for agenda items, SC would like to see the agenda items matched to the vision.	CC/SC
17.	**Funding Meeting Update** Funding Update: KB and MB had meeting with Hannah Clinch gain some insight on funding and where to get it. KB has a couple of people to approach retaking on the fundraising co-ordinator role. In the meantime MB & KB are working on a strategy document. Next meeting with HC	KB/MB
18.	**AOCB** MB circulated information from RYA meeting. MB has applied for a grant from Weir Foundation for the Skiff. MB informed meeting that we could get an RYA Banner with the club name on it to hang on fence outside club – highlighting our existence. KB re-iterated that if required a Secretary's Assistant role could be created if CC feels it would be beneficial KB has spoken to Steve Thompson – Safety Boat co-ordinator. NT and AM to have a meeting with him next week (Mon or Wed). KB advised that Jim McLean had said both safety boats require Bilge pump repair or replacement and that Iain Guthrie has offered to help in this if required.	MB/CC KB/CC NT/AM

OSCR Scottish Charity Regulator www.oscr.org.uk
Registered SCIO SC052823

	Boat No2 has to be serviced this year as part of the bi-annual servicing plan. AM has agreed to organise this. Gaelforce Discount to be circulated to members once a month – use WhatsApp Group. AM to set up WhatsApp group. KB would like to buy a 'Henry the Hoover' for the club. This was agreed. KB advise she would be on holiday from 13 March to 23 March, The Vice Commodore agreed to be available during this period.	AM KB
19.	**Date of Next Meeting: Monday 7th @ 7pm in Club House.**	

SEDERUNT from March 2025				Meeting 3			
	Present	On-line	Apologies		Present	On-line	Apologies
Kirsty Brown	**2**	**1**	**0**	**Bill Aitchieson**	**2**		**1**
Alistair McLean	**3**		**0**	**Harris Munns**	**3**		**0**
Andrew Leech	**3**		**0**	**Marion Bowen**	**3**		**0**
Sallie Condie	**2**		**1**	**Stuart Brown**	**2**		**1**
Catrion a Craig	**3**		**0**	**Alasdair Clements**	**1**	**2**	**0**
Neil Towart	**3**		**0**	**Iain Hurrel**	**3**		**0**