

CARGREEN YACHT CLUB LIMITED

Minutes of the meeting of the Committee held via video conference
on Wednesday 18th November 2020 at 1930

Committee present:

Commodore & Director	Mac Armstrong (MA)
Vice Commodore & Director, Training Officer	David Wheatley (RYA Principal) (DW)
Hon. Treasurer & Director	Janet Stone (JS)
Hon. Secretary	Ian Oram (IO)
Clubhouse Officer	Steve Dennis (SD)
Moorings Officer	Chris Bowyer (CB)
Cadet Officer	Clarissa Newall (CN)
Social Secretary	Jill Trew (JT)
Membership Secretary	Peter Plume (PP)

Others present:

Tim Bell	IT Manager (TB)
Will Davies	(WD)
Libby Gawith	Chairman Causeway Working Group (LG)

1 Apologies for absence

2 Minutes of the previous meetings

The minutes were approved and a copy posted on the Clubhouse website.

3 Standing Items

3.1 Health and Safety

3.1.1 **Policy Updates** The updated copy is in the Clubhouse for MA to sign.

3.1.2 **Safeguarding** Nothing to report.

3.1.3 **Defibrillator monthly check** Done (8/11) and reported to SWASFT & Lifelink

3.2 **Near miss events** Nothing to report.

3.3 **Boatwatch** Nothing to report

3.4 **Data Privacy** Nothing to report

3.5 **Equality** Nothing to report

3.6 **ITC** With the appointment of an IT Manager [item 6.1] this item lapses.

3.7 **Spaniards Inn proposal** No change - it was agreed to remove this item from Standing Items.

4 Treasurer's Report

JS is to update the bank mandate to reflect the change of Commodore. It was agreed that MA, SD & DW would have bank cards for minor expenditure.

JS

5 Officers' reports

5.1 Membership Secretary

PP's report [appended] was tabled. The problems with taking direct debits persists.

5.2 Moorings Officer

CB tabled his report [appended]. The Committee agreed that the Club should provide at least one identifiable Visitor Mooring for the next season.

5.3 Social Secretary

JT tabled her report [appended]. Will Davies has agreed to give a talk in December. Possible speakers for the Winter Talks in 2021 were discussed.

6 Decisions taken in between Committee meetings -

6.1 An IT Manager (TB) has been appointed, given database access and allocated a Club email address.

6.2 Will Davies has been invited to attend Committee meetings as an under study to the Moorings Officer with the intention he should take over as Moorings Officer in due course. He has been given database access.

6.3 MA reminded the Committee that decisions between meetings that involved extraordinary expenditure should be collective [and involve at least one Director]. To aid urgent decision making MA will set up a WhatsApp group.

MA

7 Appointment of Managers.

The appointments announced at the AGM [appended] were confirmed and JT appointed as Communications Manager. [See also item 6.1]

8 Correspondence

8.1 PPL - the invoice [appended] for the Club's music licence has been received and paid.

8.2 The RYA has confirmed the details it holds of the Club.

9 Forthcoming events

9.1 **Winter Talks** [to take place via Zoom]

Dec 11 - Will Davies 'A year at sea with kids in the cockpit.

Dec 23 - DW A Christmas Quiz

PP [&LG] to present a UK version of their previous talk on underwater photography.

9.2 **CYC@50 in 2022**

A dedicated meeting is to take place on Saturday 28 November starting at 10am, to work out what the Club might do to celebrate the occasion.

10 Development programmes

10.1 **Land purchase**

No movement.. MA to reestablish contact.

MA

10.2 Facilities for members (lockers, trolleys, racks etc)

SD reported that signs for the rearranged areas were expected this week.

10.3 Causeway

LG presented the working group's report [appended] on the current position. Following a discussion of the possible approaches, the Committee RESOLVED to spend up to £1400 on environment licences and £150 on a Pre-planning Application.

11 IT & Communications

TB has taken over as the contact with LiveCOM. He outline the current position, in particular, that the Club does not have a current Service Agreement. The Committee agreed to renew the current service agreement.

The Committee directed TB to plan for a movement from the existing system to Sailing Club Manager. A meeting will be held after the CYC@50 session to discuss this in particular the moorings implications.

TB

TB will in due course take over responsibility for the Club's telephone, broadband and wifi.

TB

JT has become Communications Manager and will assume responsibility (with assistance from IO) for newsletters & mailshots, the public website and online talks.

JT

MA is to take over responsibility for the Club's Facebook page (and associated Instagram account) in addition to his responsibility for the Club's Facebook group.

MA

IO is to retain responsibility for the Club's email accounts and investigate using Plusnet for email.

IO

[The use of the term webmaster is to lapse.]

12 Neglected boats

Concern had been raised about neglected boats [email appended] and whether ancillary fees should be raised. The matter is to be discussed at the next meeting and the Dinghy Park Manager invited to attend.

13 Volunteers

With the prospective appointment of a Kayak Bosun, the question was raised whether members would be more likely to volunteer for such roles if they were split. MA suggested that the Club should fit the role to the volunteer rather than seeking members that fitted an existing role. JT reminded the Committee that the January/February edition of the Tidings newsletter would feature volunteering and requested descriptions of existing roles to illustrate the possibilities.

All

14 Date of next meeting - Thursday 17th December 2020

Minutes agreed as a correct record:

Mac Armstrong (Commodore & Director CYC)
17 December 2020