



Annual General Meeting Minutes

Sunday, 26th June 2016 at 10.00hrs

Prior to opening the meeting the Commodore reminded attendees only financial foundation, full county and senior members are entitled to move, second and vote. Non-voting members can ask questions.

1. **Opening:**

The meeting of the Annual General Meeting was called to order at 10:24 on 26th June 2016 in TCYC by the Commodore, Kevin Sneddon.

2. **Apologies:**

Dave Randall, Steve Gorbould, Sylvia Barzotto, Colin Jones, Neil Pipe and Lynn Murray.

The Commodore called on Emma Edwards in the absence of the returning officer Gavin Dewhurst, to verify there are 32 voting members present, Emma confirmed that there were 32 voting members present.

Two scrutineers from the assembled members were appointed.
Scrutineers: Emiliano Barzotto and Peter Beard.

3 **Confirmation of minutes:**

Incorrect terminology point 6.1.8, replace Windsurfers in CSR with Kite Boarders.

Motion:

That the minutes of the annual general meeting – 21 June 2015 be accepted.

Moved: Lynn Merifield **Seconded:** Sonia Mason **Carried: Yes**

Motion:

That the minutes of the Special General Meeting held 21 February 2016 be accepted.

Moved: John Clements **Seconded:** Emiliano Barzotto **Carried: Yes**

4 **Business arising from those minutes:**

None.

5 Commodore's Report – Kevin Sneddon

5.1 Strategic Plan re-written last year, the report today refers to progress in working towards achieving goals of the plan.

5.2 New Constitution ensures we have an up to date relevant constitution adhering to all relevant government legislation, bringing it in line with changes to the Associations Incorporation Act of Western Australia. On 21st Feb 2016 Special General Meeting accepted revised constitution, to be implemented on 1st July 2016. Copies of new constitution and by-laws are on TCYC website and notice board.

5.3 The New membership database allows us to communicate electronically with members to improve processes and reduce cost, thanks to Neil Mason. This database also includes the hardstand management system. Max Phillips asked what happens if a member does not own a computer. Neil Mason advised that member would be communicated by mail.

5.4 Media technology is an area of ongoing improvement at the club.

5.5 Kevin Sneddon thanked all volunteers and to all people who have supported him in his time as Commodore.

5.6 Stewart Dewar asked what had happened with receiving the paperwork 21 days prior to the meeting, as per 21.7 in the new constitution. If an email was not received it has been posted on the board in the foyer. It was established the notice of meeting was received, but the audited finance report has never been available 21 days prior to the AGM. It was clarified that nominations do not have to be in until 7 days prior to the meeting.

6 Vice Commodore's Report –Rick Palmer

6.1 Various events to entertain members – including: Degustation dinner, tribute bands, Friday evening entertainment, Melbourne Cup and Grand Finals.

6.2 Rick thanked social committee members, Sonia Mason, Glenda Johnston, Silvia & Emi Barzotto, Ian & Roz Clarke and life member Julie Shaw.

6.3 The view the Club cannot promote programs to the public has been shown to be incorrect and the Club will promote events to members and guests more widely in future, these need to be undertaken to grow membership and lift revenue.

6.4 Rick Palmer thanked John da Silva on the work he is doing with the Chef and with the new manager, Gavin Dewhurst, is looking at adjusting the club offerings.

6.5 Rick Palmer noted the challenges before the Club:

6.5.1 Club must make a profit,

6.5.2 Preliminary work on new Marina already started and club should accept change,

6.5.3 In closing Rick Palmer compliment Commodore Kevin Sneddon and the team of people he has put together committed to the goals of the Club.

7 Treasurer's Report – Attached Alan Peirce

7.1 The final results for the year were very disappointing showing a deficit of \$80,268 after depreciation (\$53,636) and asset write offs. With the exception of Point Peron, the income returns for all other categories were

lower than last year and certainly below the budget forecasts, set at the beginning of the year. Expenditure on the other hand was significantly down on last year which you would expect given the lower income levels.

7.2 The reasons for some of the poor performance are:

7.2.1 Due to issues with the Chef we had to on a number of occasions use agency Chefs as a fill in this is very expensive but unfortunately unavoidable.

7.2.2 Losing 2 Function managers certainly curtailed the momentum and good work that had gone into the promotion and execution of functions in the Burgee Room. One of the significant income line items that were well down was in the liquor sales for the year, whilst the room hire was up by \$10,000 clearly the type of function had changed, so we are looking at this to see how we can grow the higher spending options while holding onto the existing function types as well. We are finally getting some drive back into the selling of the room and hope to have it back on track very soon, despite winter traditionally being the quietest time.

7.2.3 Membership was also much lower than expectations which is a concern going forward as we have reported in the past member utilisation of the club and its facilities has always at least in my time been an issue and lower than what would be the preferred level. Through the new general manager, we are reviewing our offer to members with the prospect of delivering a more diverse benefit to people choosing to be members, and hopefully have a better engagement with the community as a whole.

7.2.4 It is clear that we more than ever before need to be financially secure if we are going to participate in the proposed marina, this will require a new business model and approach no matter which option the members ultimately vote on.

7.2.5 Social activities such as tribute nights were too few for the year the club needs the income these events generate, the members need them as part of their membership benefit, and we hope to see many more as this current year unfolds.

7.2.6 Sailing as a category was down, although the junior's revenue remained the same as last year their expenditure was well over expectations hopefully this season we can reduce the expenditure to a more satisfactory level.

7.2.7 CSR did not receive any funding from the Rockingham City Council this year so we had to sharply curtail our expenditure this had no effect on the event but we are hopeful of receiving some assistance from the council this year. This year also saw the end of the 3 year KIC sponsorship deal, as part of their total review of all sponsorship packages KIC were only able to provide a one-year extension for 2016. When the review is complete we will be advised on what will be available going forward. Our relationship remains strong with KIC and hopefully we will be able to renew their sponsorship for a further 3 years.

7.2.8 Finally a change of manager always creates continuity issues, so most of the poor performance was really in the last 3 months of the financial year.

7.3 What has come to light is the lack of processes and procedures that can be handed to any incoming manager to make the change as seamless as possible, there were also some control concerns around stock that have since been rectified, with the reporting process now more in line with other similar facilities.

As this is my last year I would like to thank and acknowledge all the team members on the finance committee and wish you well in the future.

7.4 Auditors report was provided to attendees at the meeting.

7.5 Stewart Dewar asked why administration wages had increased by \$30K. Alan Peirce responded that contract chef wages appear as administration wages and pay increases.

8 58th Cockburn Sound Regatta Report - Alan Peirce

8.1 \$80,000 Sponsorship raised.

8.2 Sponsorship secured Kwinana Industries Council for 2016 \$10,000.

8.3 Grant application for \$10,000 sponsorship from City of Rockingham is pending for the 59th Cockburn Sound Regatta.

9 Hydrofoil Pro Tour – Trevor Taylor

9.1 Following the successful running of races for foiling kite boards during the past two Cockburn Sound Regattas, TCYC has been asked to host 6 days of kite board racing during the last week of November.

The events we have been asked to manage are the Formula Nationals, made up of novice and non-foiling kite sailors on the 24th and 25th followed by 4 days of foiling boards in the Australian Kite Foil Open Class Championships to be run in conjunction with the final leg of the Hydro Foil Pro Tour from the 26th to the 29th of November.

The tour event is a worldwide one with previous legs having been held in Mexico, San Francisco and Mauritius by the time the contestants get to Rockingham. As it is the final leg of this prestigious event, we expect to see the world's best competitors of this form of sailing here to take part.

Initially the CSR committee took on the job of putting the management of this event together but as the CSR got closer and the need to make sure that it too goes as well as it has done in the past, it was decided to form a new team to carry on with their initial efforts.

To this end a new committee was formed, to not only make sure that the event is well managed but to also "maximize community engagement with TCYC" to assist with growing our membership.

Committee members include Dave Randall and I, responsible for the planning and operation of the on water and associated components of the event, Alan Peirce, with assistance from our new Manager, Gavin Dewhurst, for the management of those parts of the event that will be run from within the clubhouse – social functions, presentation nights and the like. We also have Tony Solin, from the local Chamber of Commerce, to assist with local Corporate involvement and sponsorship, Rob McGavin for maximizing the local tourism industry involvement and chairman, Adam Taylor, to keep us all on the job and to assist with general community involvement and media.

Obviously, the short-term aim is for a financially sound and well-run event, as in achieving this we are almost certainly guaranteed being asked to hold the event for a number of years to come. To achieve this we will be looking for members to assist with items such as start and rescue craft, beach

marshaling, before and after racing, general hands around the clubhouse and any other jobs that are sure to crop up between now and November. We see this as a great opportunity to help put TCYC and its capabilities on show to the world and we look forward to making the most of it not only for TCYC, but also for Rockingham in general.

10 Rear Commodore Sail's Report – John Da Silva

10.1 Thanked Volunteers.

10.2 Dave Slowley asked if now was the correct time to notify sailors of the change in nomination. John advised that the sailing committee had decided to re-introduce the \$15 fee on Saturday sailing.

10.3 John also advised following the season debrief because of the time difference in finishing between sports boats and cruisers within Division 1 the sports boats would fly a different flag to identify themselves as sport boats and there would be sports boat division within division 1.

11 Rear Commodore Power and Fishing's Report– Trevor Taylor presenting in lieu of no formal appointment to this position.

11.1 Our current start boat, Andrea Christine, has proven to live up to what we hoped she would become when purchased nearly 2 years ago. When purchased we were aware that her deck would need rebuilding within the short to medium term. To that end we were able to make a temporary repair over the worst affected area for the 15/16 season but it was decided rather than continue doing temporary repairs, we bite the bullet and do a full rebuild of the deck area. We thank club member Rob Brown for carrying out this work for us at what will be at well below normal commercial cost. Thanks must also go to Steve Saw for putting together a number of fundraising events. From those fund raising events we have managed to collect enough funding to carry out the repairs, so we thank all of those that participated in one or both of these money raising efforts.

11.2 We also decided to lift her off of her jinker so that others could use it. This will also allow us to carry out the maintenance required to have her ready for another busy season of competition. The costs involved in doing this though will mean that we will again need to ask you to put your hand in your pocket for a second 50 club draw we will be running towards the end of the year.

11.3 As for last season I would like to thank;

- Steve Saw,
- Barry Hooper,
- Jeff Cook,
- Lyn Merifield,
- Peter Beard, and
- Alan Campbell.

for making sure that Andrea Christine was manned for every event she was needed for during the past season. Thank you all.

As the season went on though, Steve Saw was the one that always stepped up when needed and has affectively become her permanent skipper. He has accepted this role and I look forward to his continuing in this position for as long as he is able.

I thank Stewart Dewar for again taking up the role as Rear Commodore Power and Fishing as I know that he will continue with his efforts in ensuring that Andrea Christine becomes the start boat we envisaged when we looked for and eventually purchased her.

12 Rear Commodore Juniors' Report – John Clements

- 12.1 Numbers dropped more than 50% from prior year.
- 12.2 Tackers program had good uptake and holiday program greater than 30% retention rate.
- 12.3 Had been losing people from bad feeling. Have concentrated on keeping kids and parents happy – feedback is this has been successful.
- 12.4 Been decrease in “sailing families” who understand the requirements of having kids in sailing.
- 12.5 Had good representation and success in flying Ants national, minnows 4th in Melbourne, 5 boats currently in Darwin.
- 12.6 Invited 9ers state fleet to Rockingham and they now want to sail from TCYC for 9ers State Championships in March 2017.
- 12.7 Kevin Sneddon mentioned West Sail asked if they can use beach in front of TCYC to encourage more juniors - starting 24th Sept for 1 week.

13 Executive Officer's Report – Alan Campbell

- 13.1 Income from hardstand good result, currently 180 boats, 8 are wrecks blocking 12 bays.
- 13.2 Thanks to volunteers and gardener.
- 13.3 Soon to have brochure to help fill bays – currently approx \$50K potential revenue in empty bays.
- 13.4 Jinker and hardstand rental helping to generate extra revenue.
- 13.5 Mooring in good order, approx. 40 moorings and private moorings are being better maintained.
- 13.6 Question – Dave Slowley – Will WestSail cause parking problem – Alan advised car and trailer parking will remain at hardstand and only small boat launching from beach at TCYC – do not foresee problem.
- 13.7 Question – Max Phillips– when we lose ½ of hardstand where will all the boats go – Response - Alan – not losing ½ current utilizable space, just some bush. When wrecks go and use of space more efficiently I do not foresee a major problem.

14 General Manager's Report – Presented by John da Silva in lieu of Gavin Dewhurst still on probation.

- 14.1 John advised he had been asked to step in as sub-contractor to find a club manager and examine current processes and procedures.
- 14.2 Has put in food, liquor and labour controls. Forecast labour to be less \$110K lower for next year.
- 14.3 Introduce weekly flash report & fortnightly stock control report with a view for transparency of reporting to general committee each month.
- 14.4 Cost cutting was resulting in decreasing revenue. Club WA advised can invite non-members into club under certain conditions.
- 14.5 Introduce members and non-members price to encourage people to maintain their membership and encourage others to become members.

- 14.6 Attrition rate in social members high and result in the conclusion the club is not meeting members expectation – need to evaluate if we are doing this, moving forward ensure we meet members expectations.
- 14.7 Addressing food quality.
- 14.8 Meeting with beverage suppliers to try and introduce more variety.
- 14.9 Aim of changes to reduce attrition and attract new members.
- 14.10 Question – Stewart Dewar – What about Monday hours – Response – Days and hours are constantly being reviewed.
- 14.11 John introduced Gavin to everyone and advised his background in hospitality should benefit the club.

15 Mangles Bay Marina-based Tourist Precinct Development Report – Attached - Tom Geling.

15.1 Whilst progress on the surface has been quiet as far as the club has been concerned overall progress of the marina continues. The main areas of activity have been:

15.1.1 The developers and the government continued progress on approvals - current steps involve the Department of planning and the approval of the Metropolitan Planning scheme. This activity involves the public consultation most recently involving public hearings before an advisory committee to the Planning Commission. This is a key activity as it is required/requested by local government Rockingham City Council before the local planning approval process may continue.

15.2 Other progress involves:

15.2.1 The schedule and associated phases of construction has changed. The target end date remains estimated at 2020 however the order of phases has changed with the lagoon construction coming forward.

15.2.2 The government aggregating land holdings in preparation of the development. This will require the club to execute a license agreement with the Planning Commission as an interim arrangement for access to the hardstand whilst the development is constructed.

15.2.3 Further environmental work/studies continue in terms of understanding where any contaminants at the site may exist. We can see this activity currently underway in terms of soil sampling and bores being drilled at the hardstand.

15.2.4 A key requirement of RCC is the bringing forward of the lagoon phase of the project. A key discussion with the developer and the government at this point are around the logistics of the construction phase as construction will involve approximately half the current allowed hardstand. This will involve some changes to the way we operate the hardstand and getting access to alternate space for hardstand and launching being foremost in the discussion.

15.3 Mangles Bay Fishing Club - Recently we have once again picked up discussion with the MBFC in terms of amalgamation. A further discussion pending this meeting is intended whereby the next round of overall membership consultation will be taken up.

15.4 To be clear the steering committee continues to represent the memberships desire for continued representation in the development of the marina concept. The membership's final approval is still to be sort.

15.5 Question – Max Phillips – Is Rockingham Yacht Club still registered there – Response – Kevin – Form in foyer says it is – Tom – need to look at the name of the entity down there.

15.6 Question- Stewart Dewar- When is next stage of lagoon groundwork expected to start – Answer – Tom - expect to see some construction in next 12 months, but no approvals yet. Early timelines have slid, expect access to land by 2020, with disruptions from mid-2018.

15.7 Question – Russel White- Will there be a lot of dredging for the boat pens – Answer – Tom – Yes, access needs to be deep enough for keel boats in pens within the lagoon.

15.8 Question – Andre’ Kotze’ – How will existing moorings be affected. Answer - from Trevor Taylor – It is understood they would be moved to other areas. Rick Palmer has been lobbying government for current paid moorings to remain and unpaid moorings will go and not be replaced.

Motion: That all reports be accepted.

Moved: Emiliano Barzotto

Seconded: Chris Smith

Carried Yes

16 Notices of motions:

There have not been any submitted.

17 Election of Patron:

That the Committee of Management recommends Captain, Brian Delamont, RAN, Officer Commanding HMAS STIRLING’ or his successor, be endorsed as patron.

Moved: Rick Palmer

Seconded: Julie Saw

Carried Yes

18. Vice Patrons:

- a) The Hon Phil Edman MLC,
- b) The Hon Mark McGowan, MLA,
- c) Councillor Barry Sammels, Mayor of the City of Rockingham,
- d) Mrs Karen Court, President, Rockingham and Kwinana Chamber of Commerce,
- e) Mr Steve Gorbould, Life Member and past commodore, and
- f) Mr Trevor Taylor, Life Member and past commodore.

The Commodore, Kevin Sneddon advised this list has not changed from last year therefore this is an announcement only of the vice patrons and there is no need to vote on a motion.

19. Flag Presentations:

The Commodore, Kevin Sneddon, presents flags to outgoing committee members and committee members who are changing positions. These are:

- Rick Palmer not standing again,
John Da Silva – nominated for different position,
John Clements – nominated for different position
Alan Campbell – not standing again

The Commodore also re-presented the commodore flag to Rick Regazani a burgee in a frame.

Kevin Sneddon also thanked the committee and all those who have supported him throughout his term as commodore.

20. Election of Office Bearers:

Elected Unopposed

Commodore

Vice Commodore

Rear Commodore Power and Fishing

Rear Commodore Juniors

Treasurer

Secretary

General Committee Member

General Committee Member

General Committee Member

General Committee Member

General Committee Member

General Committee Member

General Committee Member

Alan Peirce,

John da Silva,

Stewart Dewar,

Trevor Taylor,

Neil Mason,

Sonia Mason,

Emiliano Barzotto,

John Clements,

Tom Geling,

Steve Gorbould,

Ole Otness,

Colin Marks,

Dave Randall.

No nominations were received for Rear Commodore Sail and Executive Officer. Andre' Kotze' advised he would speak to John da Silva should there be no other nominations for Rear Commodore Sail. There is still one general member position vacant.

The Commodore, Alan Peirce, presents Commodore Ceremonial Burgee to Kevin Sneddon.

21. General business:

None.

22. Next Meeting:

The next Annual General Meeting is proposed to be held 25 June 2017.

23. Meeting closure: 11:59am.

24. Minutes taken by: Karen da Silva.