



BOARD of Directors Meeting

To be held at the Motor Yacht Club Tasmania **5:30pm** Tuesday 15th August 2023

Minutes

Agenda Item	
1	Welcome and Apologies
2	Declaration of conflict of interest
3	Minutes of previous meeting 18 th July 2023
4	Board Action Table
5	Correspondence
6	Incidents
7	Finance
	7.1 Finance Committee
8	Reports
	8.1 Commodores Report
	8.2 WHS & Environment
	8.3 Food and Beverage
	8.4 Egeria Report
	8.5 Powerboats Report
	8.6 Sailing Report
	8.7 Acting General Managers Report
	8.8 Works Report
9	Governance
10	Our Members
11	Our Business
12	Committees
	12.1 100 Year Celebrations
13	New Membership Applications
14	Other Business
	Board Meeting Close

1. Welcome and Apologies

BOARD Apologies: David Beard, Justin Lawson, Mark Green, Tabitha Dobson

BOARD Attendees : Brian Edmonds Chair, Matthew Debnam, Dean Kearney, Penny Chugg, Todd Leary, Stephen Kennedy

2. Declaration of conflict of interest

A conflict of interest occurs **when an individual's personal interests – family, friendships, financial, or social factors** – could compromise his or her judgment, decisions, or actions in the workplace.

DISCLOSURE OF PECUNIARY INTEREST (MYCT Rules)

- 1) A member of the BOARD who has pecuniary interest in any contract or arrangement made or proposed to be made with the Club shall disclose that interest at the first meeting of the Club at which the contract or arrangement is first taken into consideration, if his interest then exists or, in any other case, at the first meeting of the BOARD after the acquisition of his interest.
- 2) If a member of the BOARD becomes interested in a contract or arrangement after it is made or entered into, he shall disclose his interest at the first meeting of the BOARD after he becomes so interested.
- 3) If, at a meeting of the BOARD or subcommittee, a member of the BOARD or subcommittee votes in respect of any matter in which the member has a direct or indirect pecuniary interest, that vote is not to be counted.

3. Minutes Previous meeting 18th July 2023

Recommendation:

1. That the minutes of the meeting 18th July 2023 be passed as true and correct.
2. The minutes be made available on request to members.

Moved: Penny Chugg

Seconded: Matt Debnam

Carried

3. BOARD Action Table

MYCT BOARD Action Table (current as at 16/6/2023)					
Action	Date created	Date due	Who	Status	Notes
Asset Valuations Review	Feb 2022	July 2022	David	In progress	Accountants briefed to complete before EOFY
Piles/ Marina	Oct 2022	Dec 2023	David		Included in Marina asset review
Order tabletops and tables	July 2023	September 2023	David	Ordered	All will be on the way by the end of week
AGM timetable	June 2023	July 2023	David		Notices all completed; Board members notified. Belinda has a run sheet with all updated templates. Annual Report contributors notified. One position will be vacant if everyone else re-stands and keeps their positions.

5 Correspondence

In

Clarence Council increase in lease fees for top carpark. Only \$20 more than last year.

Brian Edmonds has had 2 emails questioning GM's use of Executive Director title at the top of the newsletter. Brian made a decision to ask staff to change this back to GM so it's less confusing to the members. He will speak to GM about this on his return.

Out

Nothing to note

6 Incidents

Nil

7 Finance Report

7.1 Finance Committee update

See Balance Sheet and Profit & Loss.

Brian Edmonds will give an update at the meeting. The rolled-up P and L will be provided in September.

Finance Committee meeting notes:

- Finance Committee happy with the P&L for last financial year.
- Trade Creditors amount on balance sheet was queried. Belinda explained this was due to two large invoices in July that have since been paid in August. ATO BAS and PAYG \$88313, and Aviso Insurance \$106163.
- Valuation dates on balance sheet show 2008. New valuations were completed this year so balance sheet needs to be changed.
- Shoreline Civil and Maintenance proposal for the marina assessment and maintenance plan was discussed, Finance Committee were happy to proceed as the Board saw fit.
- Matt Debnam spoke about the increase in Salaries – Office against last year's July amount. It was explained that there were 5 pay periods in the month. One staff member had a week of holiday leave loading applied, and the salary increases were applied from 1st July. There will also be an accrual journal supplied by the auditors to decrease this amount by the June portion.

Recommendation:

That the Finance Report be received.

Moved: Matthew Debnam

Seconded: Todd Leary

Carried

8 Reports

8.1 COMMODORE Report

Acting Commodore Matt Debnam advised that the AV installation has been completed. No final invoice has been received, however we should hold off on paying this until dent in screen cover is repaired.

Brian will work on Commodore's report for AGM

8.2 Work Health and Safety and Environment

No incidents

Nonslip yellow fibreglass plating has been installed on the floating dock ramp.

8.3 Food and Beverage

Restaurant

Food Sales

Month	Entrees	Entrees Av/week	Mains	Mains Av/week
July	222	55.5	1214	303.5
August	202	50.5	1286	321.5
September	249	49.8	1485	297
October	223	55.75	1297	324.25
November	331	82.75	1385	346.25
December	379	75.8	1290	258
January	325	81.25	1005	251.25
February	385	96.25	1302	325.5
March	471	94.2	1572	314.4
April	279	69.75	922	230.5
May	366	91.5	1144	286
June	511	102.2	1366	273.2
July	339	85	1016	254

Matt noted Tuesdays have not been as busy of late. Burger night not as popular as it was at the start. Decision made to continue with burger night for this month and see how it goes, perhaps change it next month.

Pass on thanks to Kirk for changes in menu and weekly specials. People are enjoying the choices.

Financials not included in public copy

8.4 Egeria Report

Nothing presented this month, Graeme Foale on holidays.

8.5 Power Boats Report

Raffle is underway with donations from Kings, Typeface and the MYCT.

Todd Leary advised the AGM national body was held last week. Membership into the national association looks to be successful. This will add support to any future grant applications.

Betsey Island time trial planning is progressing well.

8.6 Sailing Report








Nigel Grey advised they may stop weekday sails over winter next year as it's quiet.

Sailing markers have been serviced and paid for by the Club. No other issues or concerns.

8.7 Acting GENERAL MANAGER Report

- Eve our HR consultant has been visiting at least weekly over David's absence and is checking on staff welfare, all are well no problems
- Financial audit is almost final, there will be some timing journals to input
- AGM planning going to timetable
- AV equipment is installed, looks great and is easy to use
- Boot sale ticket sales are going well
- Sponsors invitation letters have been sent
- Kitchen \$20 special is proving very popular

8.8 Works Report 23/24

Projects 22/23	Progress	Budgeted Approved	Update
Chairs for Deck		Y	In place
AV Equipment		Y	Installed
Deck Heaters		Y	Ordered, waiting on return of John Smith to instal. Temporary heaters in place. Room in my view not cold.
Container Storage		Y	Permit applications lodged
Control Tower Granton		N	Met with builder, it is going to be a large job to bring up to an acceptable and safe standard. Working on some alternative options that will come to the Board for consideration.
Tables Deck and Restaurant		N	Investigating upgrade as part of a cost saving exercise. Board to consider.
Smoker's hut		Y	Will put a shelter over the laundry door, will not be designated smoking shelter. Awaiting John Smith

9.0 Governance

Nil

10.0 Our Members

Nil

11.0 Our Business

- Quotes for Marina Comsens and ladders for the slip have been received and approved by the Board. Ladder installation quote from Tom Herbert has been given to John Smith to consider alternative options.
- Life Membership nominations were discussed.

12.0 Committees

12.1 One Hundred Year Celebrations

The Committee has not met for a while, but rum bottle sample batch has arrived. Dean has installed labels and we will decide how best to promote them. New Norfolk Distillery supplied them for \$82.50 per bottle, we need to decide on a price to sell them as we will make the profit difference. It was suggested we sell them at \$100 per bottle which would be appropriate for the 100 year celebrations.

Brian Edmonds to convene the next meeting when General Manager David Beard returns from annual leave.

New website is almost ready, which will include a link to centenary information and the virtual book.

13. New Membership Applications

Applications for new memberships are presented for consideration.

Recommendation

The Board approve Membership for:

Name	Type	Proposed By
Neville WILSON	Social	Nigel Grey
Dante BONGIOVANNI	Social	Nigel Grey
Maree ROBINSON	Social	Brian Edmonds
Phillip DALWOOD	Social	Brian Edmonds
Patricia McMAHON	Social	Brian Edmonds
Wayne FLETCHER	Social	David Watson
Rosalind MITCHELL	Social	Barry Woods
Gillian HUNTER	Social	Dean Kearney
Rebecca ARNOLD	Family	Malcolm McDougall
Donald WEBB	Full	Tim Rose
Cameron BUSH	Country	Steve Bush
Mario SORRENTINO	Full	Todd Leary

Moved: Todd Leary

Seconded: Matthew Debnam

Carried

14. Other Business

- **Marina assessment**

Shoreline Civil and Maintenance from QLD have provided a professional proposal. The GM David Beard has advised that they are well qualified to undertake the marina assessment and including piles inspections above low tide. Matt has sought a quote from a Tasmanian commercial diving company a diver to do an underwater inspection of some of the piles, this will be an additional cost of approx. \$10,000. Divers will be here at the same time as Shoreline, they can do 25 piles in the 2 days. Approx total spend will be \$50,000.

Other Tasmanian contractors were contacted by Matt Debnam but were unable to do the assessment and maintenance plan. Matt suggests Shoreline are the best contractors for the job. Brian was concerned we haven't had other quotes, as would be advised in a procurement policy. Given Tasmanian firms are unable to complete the project, and there's no other obvious company to ask for a quote on it.

Todd Leary suggested that it is important that there is a maintenance plan moving forward supported by this assessment, in order that the current Board and future Boards are informed and well placed to manage the marina maintenance.

Resolution – That the Board appoint Shoreline Civil and Maintenance to undertake the marina assessment and maintenance plan.

Matthew Debnam to contact Shoreline Civil and Maintenance and ask them to prepare the contract and timeline to send through for approval.

Moved: Matthew Debnam

Seconded: Dean Kearney

Carried

- **Comsen quote**

\$2000 each unit, similar to what we already have from the same company. Power metering facility is included in the new version of Comsen.

Discussion that the Club purchase 6 Comsen towers to keep 3 in stock and use 3 to replace deficient units.

Motion: That the Club purchase 6 Comsen units as discussed.

Moved: Matthew Debnam

Seconded Todd Leary

Carried

- Firepit & firewood - Purchased for use at Club could also be shared with powerboat members for use at Granton. Board had some safety concerns around use, Brian will speak to GM re this and come up with a plan.
- Matilda's game on Wednesday night – we will have it playing on TV in the bar – Advertise on FB page tomorrow
- Dean Kearney mentioned a member has been speaking about Egeria/financial information which is concerning.

BOARD Meeting Closed at 6.45 pm

Next BOARD Meeting 5:30 pm 19th of September 2023