

Minute of Theewater Sports Club (TSC) Board Meeting Friday, 23 October 2015, 19h00 at TSC		
1	Welcome	
	<p>Andreas welcomed the Board Directors and Trustees to the 4th Board meeting. He thanked the Board members for sending their reports for circulation before the meeting.</p> <p>Andreas reported that Lise would be taking the minute of the meeting, as no one else could be found to serve as Board secretary. Two local ladies were interested in the position but the financial demand could not be met, and Friday evenings were problematic. It was advised that the post be advertised in the town and an email be sent to all members via mass mail.</p> <p>Andreas further suggested that the Board secretary should also be nominated and appointed at the AGM, together with the Board members. Notice of this to be included in the notice to members regarding forthcoming AGM.</p>	
2	Attendance List and Apologies	
2.1	Present: Andreas Horvath John Lake Gert Theron Hugo Brink Neil Ashton Petrie van Niekerk Venessa Mulder Rhoweln Rhoode Melandi van Niekerk Kuba Miszewski Anders Buchwald Stuart Brown Jacques Dreyer Lise Wheeler	Board Chairman Vice Chairman Director Finances Director, Events Director, IT Director, House and Grounds Director, Events Director, Future Planning Director Co-opted Co-opted, Caravan and Camping Trustee General Manager Minute
2.2	Apologies: Des Mudge Etienne Venter	Trustee Trustee
3	Acceptance of Agenda	
	Andreas proposed the acceptance of the agenda, which was seconded by Rhoweln Rhoode and accepted by all.	
4	BOARD Composition	
	<p>Andreas stated that the Board composition was resolved and that the Board could now move forward.</p> <p>Andreas proposed, after Kuba Miszewski had expressed an interest in serving on the Board, to co-opt Kuba onto the Board, as Kuba had the necessary experience, motivation and drive. He can give valuable input at Board meetings. Kuba would assist and serve on the Watersports Committee. Andreas asked the Board for any comments on this proposal. Niel Ashton agreed and stated that Kuba had done well in the past liaising with local government bodies. The meeting accepted this proposal.</p> <p>Andreas stated further that in accordance with the Constitution, the Watersports</p>	

	<p>and Caravan and Camping committees need to have meetings, and requested that the Committees have at least one meeting before the next Board meeting. Each committee need to have at least 6 meetings in a year, with accurate minutes recorded of each meeting (as per paragraph 25 (iv) and (v) of the Constitution.</p> <p>Andreas reiterated that the conduct of Board members should be becoming of the position held and that caution should be held in mind when using public media to air their views or when dealing with fellow members.</p>	Anders/ Shane
5	Adoption of previous Board Meeting Minute, 14 August 2015	
	The minute of the previous meeting was proposed by Andreas Horvath, seconded by Hugo Brink and accepted by the meeting	
6	Matters arising from previous Board minute 14 August 2015	
	(Reference to the points of the previous Board minute)	
6.1	<p>(Refer Pt 5.2)</p> <p>Debtors Control procedure: Gert Theron informed the meeting that of the amount outstanding. He referred to his report which will dealt with later. The collection thereof was a significant improvement compared to September 2014 and 2013.</p>	Neil/Venessa
6.2	<p>(Refer Pt 5.2.1)</p> <p>Andreas stated further it was impossible to block outstanding debtors at the gate as the access cards did not work. Andreas asked for an update on the progress of the gate. Neil Ashton informed the meeting that the cables had been laid at the gatehouse, all that was required was a connector which the local suppliers do not have. Andreas asked that this be done urgently. Venessa Mulder would purchase the item and Mark vd Westhuisen would collect on his weekly trips to town. Neil and Venessa to liaise. This must be done within the next two weeks.</p>	
6.3	<p>(Refer 5.4)</p> <p>Synergy 2014: Andreas confirmed that all outstanding amounts including the interest had been paid. A recent meeting with Synergy had taken place regarding the 2015 event. Synergy had agreed to pay a rental of R93 000.00, R12 000.00 for work done on Portion 109, R4 500.00 for hiring of rescue boat, and a damage levy of R15 000.00. The amount excluded the cafeteria income for meals, etc. This is a considerable income for the Club. Furthermore there would not be a stage on the Keelboat parking area, but a Bacardi tent would be erected there instead. No camping in the forest area, and all tented accommodation options would be erected on the public side. Synergy indicated that their ticket sales were doing very well compared to last year's sales. Andreas also confirmed the continuation of the Synergy Lease contract for additional two years. Synergy plan to have water activities on the dam and Andreas had informed them that they would need approval from with DWA firstly.</p>	
6.4	<p>(Refer 5.7)</p> <p>Neil Ashton confirmed that he was waiting for Shane Wiscombe to bring the blade server. Neil to contact Shane and arrange the collection thereof. Andreas asked that this task be completed before the following weekend and that Neil investigate the backing up of all computers and programmes, i.e. Pastel, Falcon and Softcon.</p>	Shane Neil
6.5	<p>(Refer 5.10)</p> <p>Anders was requested to add the 4-4 stays wording to the By-law and that the members be informed. Lise to assist with this. Gert asked that the wording: 'a member in good standing' to be used. Lise to assist in training gate staff with the awarding of stays.</p>	Anders / Lise Lise

	<p>Anders Buchwald stated that the matter of pensioners discount was in his report. He confirmed that the discount will only apply for the membership subscriptions and not any other fees. The age of the person would apply only, and not the pensioners card. The agreed age of a pensioner was 65 years and older, the member must apply for the discount, the Board reserves the right to change this at any time, if deemed necessary, dependent on the Club's financial position. The ID card may be used as proof of age. If a new member applies at age of 65 years, the pensioners discount would apply.</p>	
6.6	<p>(Refer 5.12.1) Jacques Dreyer reported that he was busy with signage for the afdak area. This will be done soon. Jacques and Lise will visit Hollandse Molen to see their signage at their entry gate.</p>	Jacques
6.7	<p>(Refer 5.14) Jacques had received a quotation (R12 000.00) for two new doors to the training room from a local tradesman, whom he cannot get hold of anymore. Jacques suggested that Neil Spilhaus be approached to assist and that a costing be done and sent to the Board members for final approval. The R&M staff member would assist Neil Spilhaus. Andreas asked that a fibre glass company also be approached to submit a quote and this can be used for comparison. The same applies for the wooden doors for the showers, to check costing.</p>	Jacques
6.8	<p>(Refer 5.15) Anders Buchwald was requested to send Neil Ashton the Plaat site map and Lise to send the Public electrical site map. It was agreed to start with Plaat sites firstly.</p>	Anders/Lise
6.9	<p>(Refer 5.17.1) Jacques was requested to ensure that the jetty be put in place within two weeks. For the future the jetty needs to be improvised and made easier to deal with, hopefully will be able to be done by TSC staff, and not to depend on outside parties.</p>	Jacques
6.10	<p>(Refer 5.17.2) Jacques to ensure that the buoy at the slipway be moved down to the walkway of the jetty.</p>	Jacques
6.11	<p>(Refer Andreas asked if the site mowing procedure had been implemented. Jacques confirmed this and also reported that the two mowers and two brush cutters had been in for repairs. The number of machines were queried and if this were sufficient for the big areas. Jacques reported that to mow the entire Club takes 4 men who are busy for three full working days. Members then arrive and query why all the other work had not been done. A number of members make use of a contracting service. More lawn mowers and brush cutters were required and should be added to budget requirement for 2016-2017 year.</p>	Petrie/ Jacques
6.12	<p>(Refer 8.3.3) Gert Theron reported that the outstanding debtor (from previous year) had paid an amount and agreed to pay the balance of R10860. Gert will follow up with a phone call to him.</p>	Gert
6.13	<p>(Refer 8.6.4) Jacques confirmed that there were 6 moorings inspection applications that will be done in the following week. There are many moorings that still need to be done. Jacques was requested to issue the list to the Board.</p>	Jacques
6.14	<p>(Refer 8.7.3) The grading of the newly clearly dam on public side. Jacques confirmed that the</p>	

6.15	Club had paid R23 000.00 for the grading already done. Jacques was requested to obtain quotes for topsoil and for further levelling and grading of the dam. The deadline for this is mid-November. The drainage of the dam to be attended to as well. Andreas stated that he would ask the neighbouring farmer to assist with a machine for levelling (Refer 8.7.4) R10 000 is in Capex budget for upgrading the ablutions. Jacques confirmed that this was in hand, the ablutions were currently being painted. The tiles broken would be replaced. The ablutions would be completed soon.	Andreas Jacques
6.16	(Refer 8.7.16) Boating between moored boats: Members to be notified of the rules Jacques will action.	Jacques
7	Matters arising from SGM Minute 6 September 2015	
	Andreas asked if the Board members were satisfied with the minute of the SGM. All confirmed they accepted the SGM minute as accurate. The Constitutional changes were noted in the Constitution and had been posted on website. Pensioners discount had been discussed.	
8	REPORTS	
8.1	General Manager's Report	
8.1.1	Jacques reported that R&M workman, Clinton Steenkamp, had been declared medically boarded. We have therefore lost a great worker. The staff were planning a farewell for him. Jacques was requested to include this news in the next newsletters and included that donations for him would be appreciated.	Jacques
8.1.2	Jacques reported that whilst he was on annual leave, the work at the Club had continued: The sand in the filters, filtering the water that is pumped to dam, had been replaced. Unfortunately there was still a leak, DWA workmen came and opened it, took measurements and were fabricating new components. Hopefully this would be completed soon.	
8.1.3	Preparations on Portion 109 had started, which would eliminate the high costs and stress for Synergy organisers. The grass would need to be mowed once more towards the end of November.	Jacques
8.1.4	The work was completed in the trailer park and the entrance to the old dam, the Yellow wood trees had been planted that would hopefully hide the trailers.	
8.1.5	It was suggested that once keelboats were put on moorings, trailers need to be parked in the trailer park. The positioning of the trailers when boats are in the water needs to be looked at in the future. Members will be notified soon to move keelboats from the area for Synergy and Grand Slam camping. Keelboat owners feel hard done by having to move their boats. The keelboat owners were thanked for their understanding.	Jacques
8.1.6	The R&M staff completed a Fire-fighting training course, offered by FPA at the SOS farm. The Certificates will be sent shortly. Thank you to Maree Blom for arranging this. Feedback was that it was really interesting and the staff enjoyed it.	
8.1.7	Our staff have been working very hard the past few weeks cleaning the area just	

	below the Gate house.	
8.1.8	The broken Jetty was removed (at a cost of R4651.00). It was a full day's work and the lowbed had to make 4 trips. The long section was broken in two, it was decided to split it and make it a "bolt together unit. While the welding was done, the tanks were repaired and painted with NS4 and new planking was fitted on top. Thank you to Niel Spilhaus for assisting the staff. There was also a problem with the interconnecting rubber blocks , after discussing this with Jose Ferreira and Niel Spilhaus we will have a workable (and cheaper) solution.	Jacques
8.1.9	The Hobie parking area had been completed. The Hobies will be moved once the nursery has been moved from this area.	Jacques
8.1.10	We have been busy planting trees and removing Aliens as much as possible, they seem to pop up faster than we can pull them out!	
8.1.11	The Lotto boat had been taken to Anchor Boatshop as there were faults found. The faults were: the steering wheel, was faulty; the radio was not working, the battery was old, the second fuel tank was leaking and they changed the over-sized life jackets. They also had to replace the whole steering and the control cables. Apparently all the 5.5 Geminis leak through the top hatch – and the water will accumulate under the Starboard side deck – especially if the boat is taking water when in reverse. They will also be doing the 10 Hr service.	
8.1.12	Gosling is currently at Paul Venter, the filter was faulty that Anchor had allegedly replaced .	
8.1.13	We had to fit a new starter to the tractor.	
8.1.14	I had the Bakkie repaired at the panel shop, it was fitted new tail lights and took most of the bad dents out . Jacques was waiting on Barend Van As for the new insignia. Two new tyres were fitted to the front of the Bakkie, the back tyres will also be replaced. The starter on the Bakkie packed up and it had been replaced.	
8.1.15	Quotations for the boatshed doors were received - R 5995.00 / pair. Jacques was still waiting for the quotation for the shower doors .	Jacques
8.1.16	Jackie Nicholls had initiated a drive and all the female staff signed up for a free check-up. It was Breast cancer week.	
8.1.17	Clubhouse: In lieu of recent incidents Jacques was assisting Mark vd Westhuizen with the "Delegation of Duties" for the Barmen. Jacques elaborated on this, unruly behaviour and noise were factors, and mentioned by members. There will be written document of rules and regulations for bartenders the following week.	Jacques
8.1.18	The caravans and keelboats must be moved off the areas to allow for Synergy setup and for camping for members in December. Jacques to action.	Jacques
8.1.19	Public Day Visitors Area Jacques proposed that the area beneath the gate house be dedicated for day visitors only. Jacques stated that an ablution block in the Washbay and Visgat areas were urgently required to keep the day visitors and overnight campers apart. Jacques was currently investigating a movable complete fiberglass unit, with 3 toilets and 3 showers each for gents and ladies. The cost would be about R200 000. Jacques was requested to include this in the budget for 2016/2017	Jacques

	financial year.	
8.1.20	It was proposed that visitors be informed of the rules at the entrance gate on arrival. The area of the public Plaats is for overnight visitors and the area beneath the tree line is for day visitors.	Lise
8.1.21	Public visitors: It was confirmed that the day visitor should leave after 17h00. It was mentioned that other parks use the ruling: at sunset. We should allow the public visitors to enjoy their experience at TSC and we should allow for discretion of the time of departure.	
8.1.22	Hedges at permanent sites: Jacques to inform those lessees that according to By-law 11q) 'No hedge may be higher than 1,5m nor obstruct the view of neighbours'	Jacques
8.1.23	Boating: A suggestion made; that the Keelboat trailers should be parked in the trailer park once the boats are in the water. Water sports Committee was requested to investigate and put into action.	Shane
8.1.24	Water pump: Jacques informed the meeting that DWA officials had incorrectly put concrete on the joints at their water pump, he had informed them of this. They will come back to repair.	
8.2	Board Chairman's Report	
8.2.1	<p>Successful SGM concluded 6th September 2015</p> <p>Good preparation before the SGM and on the day culminated a successful conclusion of formalities and matters. Member's requests that were minuted at previous AGMs have now actioned.</p> <p>Summary: (i) Board Composition is compliant to the Constitutional prescribe. (ii) Members wish the proposal regarding cabins to be further developed by the Board. (iii) Pensioner's discount will be considered in the next budgeting process. (iv) Good Constitutional Amendments have been made further improving our governance and rules. These Constitutional Amendments had been published.</p> <p>Thank you to everybody involved including our members and staff for input and attendance.</p>	
8.2.2	<p>The Board Composition regarding assigned portfolios and co-opted Board Members</p> <p>Following the SGM and bringing onboard 2 new full Board members the portfolios were assigned. Would like to feel that all Board Members are motivated within their portfolios and that capacity is sufficient. Andreas invited Board members to be proactive and discuss their portfolios in the event there may be problem.</p> <p>Andreas proposed portfolios as follows:</p> <p>Kuba Miszewski as co-opted Director. To assist and support the Commodore and TSA. To be liaison between DWA and TWK municipality.</p> <p>Anders Buchwald: Caravan and Camping portfolio. RhoeIn RhooDe, Petrie van Niekerk and Kuba Miszewski to assist Anders with this portfolio especially with</p>	

8.2.3	<p>the cabin proposal. Anders was requested to form a Caravan and Camping Committee and forward the names of the members to the Board members and to have at least one meeting before the next Board meeting.</p> <p>Petrie van Niekerk, with House and Grounds portfolio, to also assist with the security portfolio. Hugo Brink to assist Petrie with H&G portfolio.</p> <p>Hugo Brink had the Events portfolio, now on H & G portfolio. Venessa Mulder and Melandi van Niekerk now have the Events portfolio. The responsibility will be to ensure memorable events and experiences for members. Venessa explained that whilst she was Events director she focused on events for members. Events Directors to assist and direct staff with these events.</p> <p>Revisit the need for a proactive approach in each Portfolio to engage in projects and co-operate with the GM. Board Meeting Portfolio reports are checkpoints for the level of proactive activity of each Portfolio.</p> <p>Focus for this year: Profitability</p> <p>Focus on consolidation, documenting, process controlling, improving efficiency and creating orderliness. We need to work towards a plan for growth in the next year.</p> <p>Co-opting Board Members. Para19(g) "Board may second Directors "as when the need arises"... "and shall be appointed on a 12-month basis or shorter period.</p> <p>The Constitution only refers to vacation of office of Board members that are absent from 2 consecutive Board Meetings. Andreas stated and suggested that termination should also be an option against poor performance. Lack of direct reference to termination and only descriptive of appointment does not eliminate termination of service for co-opted Board Members. Proper functioning of the Board is defined as a responsibility of the Trustees and remains open in scenario and action to create precedent.</p>	
8.2.4	Note to the Committees: (Reference to PARA 25 (v) Committee Rules)	
8.2.4.1	<i>Water Sport Committee</i> must please have a meeting and present a minute of such meeting before the next Board Meeting.	Shane
8.2.4.2	<i>Camping and Caravanning Committee</i> must be represented by 4 individuals and have held a meeting before the next Board Meeting. This Committee is of importance with our focus to develop the Cabin proposal and requires strong drive.	Anders
8.2.5	<p>Advertisement for a Board Secretary</p> <p>Some candidates have been approached but these discussions have not been successful. Propose to incorporate an advertisement for the position of Board Secretary in preparations of the next AGM for the next term. To be included in the processes of the Board Member elections.</p>	To Note
8.2.6	<p>Disciplinary Committees</p> <p>One disciplinary committee recently concluded to issue final written warning to a member. A grievance was received from an employee. Another very sensitive</p>	

	disciplinary committee was in process, regarding two Family members.																																
8.2.7	Employee Performance Appraisals Recently concluded a first phase confidential feedback questionnaire with Jacques Dreyer, Lise Wheeler, Jackie Nicholls, Jackie Magoetoe, Dawid Baardman, Caroline Baardman, Melanie Bruintjies and Mark van der Westhuizen. Andreas reported that he was in process with one-on-one consultations at that time.	Andreas																															
8.2.8	Synergy Event A meeting with Synergy organizers had taken place and our mutual relationship may be extended for future events. Readiness of proforma and addendum.																																
8.2.9	Topic of a Youth Clubhouse, Cafeteria and Bar rules to be actively discussed amongst Board members.																																
8.2.9.1	The agreement has been made that by 24h00 there must be no loud music and by 24h30 everyone should leave the afdak and may continue in the bar area.	Jacques																															
8.2.9.2	Andreas mentioned another concern raised, that the F&B manager is very often left as the 'caretaker' of minors, starting from 08h00 onwards, too late. Andreas asked Board members to consider proposals. Partitioning the afdak has been suggested with electronic games, pool tables, etc. There is a need to entertain the youth. Gert Theron mentioned that he donated a VCR player with DVD's. A 'Movie' evening was proposed, especially when adults are having supper. Andreas asked that Board members consider and to come forward with suggestions. Kuba suggested drawing up basic rules for youth in the clubhouse and afdak.	Board																															
8.3	Financial Report																																
8.3.1	<p>Gert Theron had distributed the Management reports for August and September 2015 to all Board members before the meeting.</p> <p>The Financial report is as follows:</p> <p>Here follows the financial results for the 4th and 5th months, August and September 2015:</p> <p>The GP% for Cafeteria and Bar Accounts:</p> <table><tr><td>May to July 2015</td><td>Bar: 38%</td><td>Cafeteria: 19%</td></tr><tr><td>August 2015</td><td>Bar: 43%</td><td>Cafeteria: 26%</td></tr><tr><td>September 2015</td><td>Bar: 44%</td><td>Cafeteria: 28%</td></tr></table> <p>The GP was increasing slowly and will look better once the next price increases have been implemented.</p> <p>The income for both accounts are as follows</p> <table><tr><td></td><td>May</td><td>June</td><td>July</td><td>August</td><td>September</td></tr><tr><td>Cafeteria</td><td>R82 175</td><td>R51 587</td><td>R35780</td><td>R58 042</td><td>R88 806</td></tr><tr><td>Bar</td><td>R45 399</td><td>R18 216</td><td>R16 271</td><td>R31 665</td><td>R51 794</td></tr></table> <p>Membership Fees and Collections:</p> <table><tr><td>Fees outstanding as at 19 October 2015:</td><td>R429 243</td></tr><tr><td>Fees collectable via Netcash:</td><td>R211 821</td></tr></table>	May to July 2015	Bar: 38%	Cafeteria: 19%	August 2015	Bar: 43%	Cafeteria: 26%	September 2015	Bar: 44%	Cafeteria: 28%		May	June	July	August	September	Cafeteria	R82 175	R51 587	R35780	R58 042	R88 806	Bar	R45 399	R18 216	R16 271	R31 665	R51 794	Fees outstanding as at 19 October 2015:	R429 243	Fees collectable via Netcash:	R211 821	
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	Balance still outstanding: R217 421	
	The office was busy contacting all member that have not made arrangement to pay their fees on a constant basis.	
8.3.2	Gert replied to a query regarding the cafeteria GP percentages, he stated that the GP will take time to increase. The prices had not yet been increased , but will be done soon.	Gert
8.3.4	Rhoweln Rhooode requested, if possible, that the financials also be reported in line graph format , which would be easier and quicker to read. Gert Theron will action. Andreas also requested that the graph show a comparative, with previous year's financials.	Gert
8.3.5	Andreas pointed out that Gert was in control of expenditure and that provision must be made for ablutions and completing the new dam in the next financial year	Gert
8.3.6	Gert further reported that the previous Board Treasurer, Grant Ekermans would be contacting SARS office concerning the outstanding amount to agree on a final payment settlement.	Gert
8.4	House and Grounds Report (Petrie van Niekerk)	
8.4.1	Investigation of public side for improvements: Oscar Saunderson was willing to do proptimization in exchange for a weekend's stay at the club. The Board agreed that he be offered a 'Taster' training session and free accommodation at the Club.	Petrie
8.4.2	TSC Fire extinguishers – Compliance. Petrie will discuss with Shane Wiscombe	Petrie
8.4.2	Zoning areas – risk factor and necessary items in place (staff). Petrie will finalise with Shane Wiscombe.	Petrie/ Shane
8.4.3	Lighting of back alley – A LED solar sensor security light was purchased from Macro for R650.00 and will be installed on Site L4 for testing purposes . If light is sufficient may then be used for lighting of the back alley. Petrie stated that he would do this the next day and report back. Identified an area to install light as discussed with Gert Theron –still to be installed	Petrie
8.4.4	Petrie had requested 'T' and 'C' numbers list from the office to compare the scrape items to the relevant number and to check if corresponding items were paid. It was found that boats were parked here and owners had resigned, thus parking not paid for. He had made a summary of these boats and distributed to the Board. Petrie will organise with the staff that all owners be contacted.	Petrie
8.4.5	Ablution blocks - The shower curtains to be replaced with shower doors, especially in ladies bathrooms. It was difficult in getting someone to provide a quotation. Petrie will source alternative carpenters to provide quotations. The doors to be installed before December holidays .	Petrie
8.4.6	Moorings - The mooring floating device was taken home and different methods of affixing numbers onto the moorings was tested. The idea was to wrap the floating device with heavy duty and stich number onto canvas. Petrie would contact Steve Meek at North Sails for this. Petrie had visited North Sails to look	Petrie

	at various solutions for numbering moorings. North Sails suggested making use of 'sticky back canvas", used to number sails.	
8.4.7	Electricity usage -This had been discussed with Gert Theron and it appears that the water pump was using huge amount of electricity. Petrie would check electricity usage .	Petrie
8.4.8	Insurance - Petrie would obtain a comparative quotation to current insurance	Petrie
8.4.9	Irrigation of sites - The minimal requirement was that members should supply irrigation pipes. Members should install pop-ups on their sites and staff would be responsible for opening and closing such pop-ups. Plans of the irrigation system must be submitted by the member for approved before installing pop-ups. Members to automate their irrigation system. Plans submitted and approved before installing pop-ups.	
8.4.10	Security – Petrie proposed the following measures, Install motion sensors, Add security 'look out" points, Additional flood lights and members to install Sensor security lights. Installing cameras and heat sensors was a proposal received from Neil Ashton. Investigation required. The Board discussed above proposals and provision must be made for security measures in the Capex budget. Petrie was requested to test Henri van Niekerk's caravan alarm .	Petrie
8.4.11	<p>TSA-MOU - Petrie had observed the sail training and wished to congratulate Jon Galbraith and Neil Ashton on their professionalism.</p> <p>Petrie reported that TSA was making use of the following: Covered parking Bay: 26, covered parking bay open, A boatshed, Training room, -Youth Clubhouse, Caravan on Plaat, Storage of 5 Topaz boats, Use of Gosling (50hp), Duckling (30hp) and Blouvis (25hp)</p> <p>The MOU 2015, Memorandum of Understanding, had been emailed to all Board members and was discussed and would be reviewed if found necessary.</p> <p>Various verbal complaints were forthcoming regarding the TSA caravan parked permanently on the Keelboat parking area, across the clubhouse.</p> <p>It was noted that a Halcat, belonging to TSA, was not properly tied down in the caravan storage area. Petrie felt that the TSA's boats should always look tidy and be kept in good condition. Reasons for this include setting of a standard and principals for students.</p> <p>There are many Hobie's without the owners known. The owners should be traced and if not sold, ought to donate to the Club. Petrie suggested that TSA take responsibility of these boats and make them available for both training and rental.</p>	
8.4.12	Gate Access - Petrie was waiting on feedback from Shane Griffin to supply costing for Biometric systems as he had installed the original system before it was changed to card readers. The readers were R11 000.00 each.	
8.4.13	Notice boards - Petrie showed the meeting a sample of a notice board. He had assembled a frame where the "advertisement" can easily be changed. The notice boards could be used for liquor license display, a draft menu at cafeteria, operating hours and for any other notifications in the ablution blocks. Petrie offered to sponsor the frames , if the Board approves the boards, but would want	

	to advertise his company on the frames. The meeting approved this.	Petrie
8.5	IT Report (Niel Ashton)	
8.5.1	<i>Access Gate:</i> We have had further issues with the gate, it appears that someone hit the card reader pole on the outside of the Members gate, breaking the cable in the process. New cables have been laid and as soon as we are able to get some Molex pins, the gate controller will be connected.	
8.5.2	<i>IT Service:</i> Our local networking company, Vinet, will only provide end to end support on their own solutions. Jacques and I will approach another local company, Breede Net, next week to ascertain if they would be prepared to take over of the Club's IT infrastructure and Gate Access.	
8.5.3	<i>Computers:</i> Neil had purchased a refurbished computer to replace R&M manager's machine that packed up. Neil will be reformatting Mark's laptop as soon as he gets it. Although this laptop has reasonable specs, it is hanging all the time and needs a clean start.	
8.5.4	<i>Club Burgee:</i> Neil had the Club Burgee recreated with the correct colours and saved in variety formats. The burgee has also been digitized to allow for printing/embroidery on shirts, etc.	
8.5.5	<i>Website:</i> Since the correct Club colours are now in order, Neil will be redeveloping the Club's website and social media pages , to bring them in line.	Neil
8.6	Caravan and Camping Report (Anders Buchwald)	
8.6.1	Ref 5.10. Previous board meeting. Spilhaus request to obtain 8 Stays. I have put together wording for the changes to be made in the By-laws; A paid up Member over the age of 65 shall be regarded as a Pensioner. To qualify he must be in possession of a valid pensioner's card. For the Pensioner to keep his or hers permanent site they must accumulate 8 stays. This can be made up with the Member making 4 Stays, and the other 4 Stays made up by the Members sibling's. The sibling's must be paid up members. Should they be there on the same time, only 1 Stay will be count.	
8.6.2	Complaints: A written complaint was received from a site in Mountain View regarding their neighbouring site: "the site is dirty and badly neglected - unhygienic" . Anders had requested a meeting with site lessee to clear this up.	Anders
8.6.3	A request received: A permanent site lessee on Site BP 15 has a medical condition and had in the past received permission from Management to run a power cable from the ablution block to his caravan. However the cable lies across the road and has been cut 3 times. The lessee asked if we could dig a trench and lay conducting. This was discussed and as his condition is life threatening a notice should be displayed at the plug indicating that it is for a medical condition and an email communique to be sent to his neighbours informing them of this. .	Anders
8.6.4	A query received from a pending member, who wanted to know if his stays will count as from the time he handed in his application form or will it count from the day of Board approval. The request was discussed and the Board agreed that the stays for members would count when their application form and payments were received.	Anders

8.7	Events Report (Hugo Brink)	
8.7.1	<p>TSC stand at CTICC, Boat show 9-11 October</p> <p>TSC had a stand at the recent boat show. About 20 members volunteered to 'man' the stall in 3-hour shifts. On display at the stall, a Topaz dinghy, wakeboard, angling rods with a rolling slide show showing photos of Club, water sports activities and sail training. More than 120 visitors signed in our guest book, many more visitors were given credit-card size cards with all TSC details.</p> <p>Comments in the visitors book ranged from: 'Love it – cant wait', 'happy sailing', 'fun', 'interesting', 'awesome' and 'Te bang om te seil'</p> <p>The 'R600.00 meal voucher lucky draw' was done by Jacques Smit and Mary-Ann Sharwood and the winner was notified. He is Keith Burton, and has already been to the Club for sail training with TSA. He has not yet redeemed his meal voucher but will do so shortly.</p> <p>The boat show was a success and Hugo wished to thank all the members that assisted with transport, their time and enthusiasm at the show. Thank you!</p>	
8.7.2	<p>Other public events at TSC</p> <p>Angling Clubs</p> <p>We have had various special groups at TSC the past few months. The following angling groups have had their own competitions here: Boland Freshwater Angling Club, Cape Town Angling Club, Defence Angling Club, Western Cape Angling and Paarl Angling Club. Green and Seapoint Angling Club will be having their completion on Sat, 24 October</p> <p>A newly formed angling Club have visited us in September and will come again on 7 November. Learners and parents from Gordons Bay Primary school have formed their own angling club and will in future make use of our facilities frequently. They camp overnight, we have offered them a good special rate to ensure that their future frequent visits will be affordable.</p>	
8.7.3	<p>School Groups</p> <p>Welgemoed Primary School camped overnight for their 10th 'Father & Sons Iron Man' competition 16-17 October.</p> <p>Beaumont Primary School learners camped overnight as guests of Arno & Eslo Minnie, TSC members and educators. The learners enjoyed sailing activities amongst other activities.</p>	
8.7.4	<p>Other</p> <p>Birthday Celebrations at Afdak: Two separate 40th birthday parties and school reunion were held in last two months in the afdak and clubhouse stoep respectively, which was good income source for the cafeteria and bar.</p>	
8.7.5	Future Groups	
8.7.5.1	Members of SANESA (horse riders) will be hosting their AGM in our afdak, 24	

	Oct 2015 from 10h00-13h00. 60-80 persons	
8.7.5.2	DEA Event : 29 October 2015. A Working for Water 20 th celebration IMBIZO will be held. DEA Minister cannot attend but various other VIP's will be attending. 11h00-14h00. Mark will be catering: Tea and Platters. Total income for TSC: Cafeteria – R33000.00, Hiring and access fees: R12 000.00.	
8.7.5.3	Rubber Duck racing 31 October and 1 November. This is an annual big event. All electrical sites were reserved and we are expecting a good income.	
8.7.5.4	Synergy 2015: 27-29 November 2015	
8.7.6	Member's Social Events	
8.7.6.1	Shortly we will be planning for the <u>Children's Father Christmas Party</u> . Due to the success of last year's event, we wish to make it even better this year and plan for the singing of Christmas Carols as well. Does anyone know of a piano that we may borrow or members that can bring along their guitars. Any input and advice will be welcome.	Hugo/ Venessa/ Melandi
8.7.6.2	We would also like to run a <u>Youth programme</u> during the peak season holiday period and involve all the youth. Games, sailing, hiking trials, bicycle routes, making of Christmas deco workshops, etc. Any other ideas would be most appreciated and please let me know which parents may be approached to assist	Hugo/ Venessa/ Melandi
8.7.6.3	Planning and preparation for our <u>New Year's Eve Party</u> will commence soon. Any ideas from this meeting will be welcomed.	Hugo/ Venessa/ Melandi
8.8	Trustees Report	
	There was no report from the Trustees.	
8.9	Adoption of Reports	
	Andreas thanked the Board members for the various reports. Gert Theron proposed the various reports and was seconded by Hugo Brink and accepted by the meeting.	
9	General and other Topics	
9.1	It was agreed that there is merit and potential in having a stand at the CTICC boat show. Consideration thereof must be made when compiling 2016/2017 budgets. Lise was requested to send a letter of appreciation to all members that volunteered their time.	Lise
9.2	The UPN system (water safety) was queried. Kuba Miszewski was asked to investigate the UPN system	Kuba
9.3	Jacques Dreyer will follow up and action the ski lane markers	Jacques
9.4	Jacques Dreyer was requested to make the pump more visible .	Jacques
10	Membership Applications	
	The following new membership applications were considered and approved at the meeting:	

	<p>Family Members: Charl and Sophia Cilliers Glynn and Genee Clarke Andre and Charlene Joubert Aubrey and Tania Smith Josef and Liesel Vermeulen Stepen and Lizelle Wishnia</p> <p>Youth Member William Ensink</p> <p>Lise will follow up with welcoming letters to the new members.</p>	Lise
11	Date for Next Meeting and Closing Remarks	
	<p>Andreas thanked the Board members for attending.</p> <p>The date for the next Board meeting was scheduled for 19h00, Friday, 11 December 2015 at TSC.</p>	