

## Minute of Theewater Sports Club (TSC) Board Meeting Friday, 18 November 2016, 19h00 at TSC

<b>1</b>	<b>Welcome</b>	
	John welcomed the Board Directors and Trustees to the 12 <sup>th</sup> Board meeting. He thanked the Board members for circulating their reports before the meeting.	
<b>2</b>	<b>Attendance List and Apologies</b>	
	<p><b>Present:</b>  John Lake (JL)  RhowelN RhooDe (RR)  Grant Ekermans (GE)  Stuart Brown (SB)  Jacques Dreyer (JD)  Mary-Ann Sharwood (MS)  Tania Smith</p> <p><b>Apologies:</b>  Brad Dixon (BD)  Des Mudge (DM)  Etienne Venter (EV)  Neil Ashton (NA)  Andreas Horvath (AH)</p>	<p>Vice Chairman / Future Planning  Director, Caravan &amp; Camping  Director, Financials  Trustee  General Manager  Commodore  Secretary</p> <p>Director, Events  Trustee  Trustee  Director, Information Technology  Board Chairman</p>
<b>3.</b>	<b>Acceptance of the Agenda</b>	
	The agenda for this meeting accepted by all. Proposed: RR; Second: MA	
<b>4.</b>	<b>General Manager's Report</b>	
<b>4.1</b>	<p><b>Mark</b> (see report)  NA will view the quote that JD sends him, as they're having problems with the internet, incl. Mark having payment problems.</p> <p>Mark – issue with dogs left unattended by clubhouse &amp; not on leads. JL - staff need to assist with dogs being out of clubhouse areas &amp; that there are tags (Lise has them) &amp; to use them. JL said for JD to get it going again, see the costs, register the dog (the member's dogs keep the number.)</p> <p>JD to get involved with Falcon, trying to get it working correctly. Getting further every week. Focus on delivery of accurate variance reports.</p> <p>Bar is working on installing optics</p>	<p>JD</p> <p>JD</p>

	<p>Paving – everyone is very happy with it.</p> <p>Look to January to do the kitchen (R5-6000) is not much &amp; will boost the morale.</p> <p>Loss of business: due to losing Synergy &amp; because of student protests and cancelled university regatta.</p> <p>Staff not happy with staff meals (to be discussed). JD did the figures of up to 4 meals per staff member on the weekend, 8 staff x 4 = 32 (R65 average selling price but cost is R30) members x 4 weekends a month, total about R100 000, is too much. Club management of SA said only 1 meal after 12 hours of work. JL Club managers have been given a club mandate to increase income, to have a meeting &amp; be discussed (to be in the best interest of the club). MA &amp; GE said to have a pre-emptive meeting tomorrow morning.</p>	<b>EXCO</b>
<b>4.2</b>	<b><u>Lise:</u></b> see report – there is a serious decline in the number of visitors to the club.	
<b>4.3</b>	<b><u>Dawid:</u></b> – see report & breakdown of what has been done.	
<b>4.4</b>	<b><u>Jackie:</u></b> - see report	
<b>4.5</b>	<b><u>Jacques – General Manager:</u></b> See report	JD
<b>4.5.1</b>	New electric cable, much better pressure for everyone. JL to try find out what the problem was to avoid in future.	
<b>4.5.2</b>	Two new cabins are being built (Tony Strutt & Rhoele Rhooe), 3 <sup>rd</sup> one to be put up next weekend (Steve & Linda Raubenheimer).	
<b>4.5.3</b>	Outside Men's toilet has been rebuilt & is fully functional again.	
<b>4.5.4</b>	All permanent racing markers were placed Neil, Jose & Bruce have done an amazing job. JL –said we need to have a function/event for a handful of members. RR asked if we have club colours, MA said he gets it every year. SB said he had a TSC blazer (Long service) that's missing, so maybe that's an idea. JD looking to have uniforms for everyone in future.	JD
<b>4.5.5</b>	MA checked it & happy they've got something to go around.	
<b>4.5.6</b>	Two moorings are being made up for the Committee boats -under guidance.	
<b>4.5.7</b>	Irrigation systems – Maree does that early in the mornings. All irrigation systems have been repaired to extend the main line down to the Washbay.	
<b>4.5.8</b>	Replace 2 universals as it had a bad vibration, done by Paul Venter.	
<b>4.5.9</b>	Tony has some "sail" canopy to span between clubhouse & afdak. Positive feedback on the paving & transplanted trees.	
<b>4.5.10</b>	Discussion with Neil re Internet network as experiencing some problems.	
<b>4.5.11</b>	Somerset School had yearly row – bad weather & some had to be rescued.	
<b>4.5.12</b>	Stickers being reordered as Barend Van As passed away, whom we had ordered from.	
<b>4.5.13</b>	RR -to have no music between 11 & incl the flag logo of the TSC, so the cabin owners can put one on their cabin patio doors.	
<b>4.5.14</b>	Tiles in Plaat ablutions were replaced & shower drain made bigger as showers were filling up with water.	
<b>4.5.15</b>	Lise is very busy with Christmas & New Year functions. A request for the 8 kids from the shelter in town & the staff kids. The max value per gift is R200, but difficult for the staff. Total of 25 (staff & shelter), to request a gift box for members to take a child. MA said to have Lise send an email out to members. Idea of child, age, shoe size, dress size, stationery (older), toys (younger). MA approved.	
<b>4.5.16</b>	All boats to be moved off the Plaat to water & demarcate the camp sites for Youth Nationals, Jackie has also contacted the specific boat owners.	
<b>4.5.17</b>	List of preparations for Youth Nationals, welcome. Going to put extra DB boxes for December. MA has a guy coming for entertainment.	
<b>4.5.18</b>	Main pump has quit – pipe pulled out at a joint, should be sorted as soon as the weather lets up.	
	Yesterday break-in, case no & owners informed.	

<b>5.</b>	<b>Board Directors Portfolio Presentations</b>
<b>5.1</b>	<p><b><u>Chairman: report attached</u></b>  JL from previous meeting, are moving forward, but need to look at the cashflow April-May, year to date budget, particularly the R&amp;M. JL -need to say if it's a necessity or nice to have. Grant saying in the past the R&amp;M had been neglected &amp; now is costing us more. JL it is a step in the right direction.</p> <p>After the busy season – will look at Capex (roof, electrical &amp; fire sytem).</p> <p>Staff yearly bonuses, needs to be discussed, based on the group effort on that department &amp; how they've tried saving money, reinvesting to the staff. RR asked if notice is needed, but GE said it always has been at the discretionary of the club. RR - asked to have the staff let know before of incentives or ideas.</p> <p>Grant said to JD have the tax clearance – check with Jackie.</p> <p>JL asked RR to have a checklist for the cabins &amp; approval. Cleaning of sites is great &amp; will have some resistance, but have to be strict. JD is making a list of requirements. JL the By-Laws are there to enforce &amp; well done to those that have adhering.</p> <p>Washbay – needs to be followed up. JD said the main line pipes were flattened so that needs to be repaired. JL enquired about the high-pressure hose – is there a limit on how long they're allowed to keep it, just follow up &amp; check if we can keep it here, let JL know.</p> <p>Re to budget, gearing up towards the end of the season.  Everything is going well, such a big knock on effect on the town re events like triathlons &amp; cycling, bringing in more campers. Well done to the staff.</p>
<b>5.2.</b>	<b><u>Caravan &amp; Camping Committee</u></b> (See report)
<b>5.2.1</b>	All shade cloth removed, we are consistent, had 1 grievance, but sent to the Chairman.
<b>5.2.2</b>	Staff to do some more clean up, final cleanup starts 14 <sup>th</sup> November in time for 1 <sup>st</sup> series of events.
<b>5.2.3</b>	CCC subcommittee to send letters of commendations for those that have made a huge effort on clean-up & tidying up.
<b>5.2.4</b>	A friendly letter from WS for boat clutter on sites.
<b>5.2.5</b>	3 Cabins approved, all done by December (all will make the deadline). GE said to change by-laws so no building of cabins in the December & Easter school holidays.
<b>5.2.6</b>	CCC functioning well, assisting the GM.
<b>5.2.7</b>	CCC Chairperson is away 8-19 December so C. Horvath to act as coordinator for the CCC during this period.
<b>5.2.8</b>	Hiring of portable toilets 16 December – 8 January 2017. JL to check if it comes with servicing, cleaning. RR asked for approval now to not delay the process.
<b>5.3</b>	<b><u>Water Sports</u></b> (see report)
<b>5.3.1</b>	Culture of blaming, to end. Southern Charter Classis regatta coming up & MA needs help, know what needs to be done but not sure who. Equipment together, etc. JL asking to look at the WS committee. JL requesting from other clubs.
<b>5.3.2</b>	Youth Nationals regatta also needed assistance: Gosling, Lotto duck, Paper Doll, Potentially Duckling, fueling, TSC boats launched & retrieved, registration -staff assist.
<b>5.3.3</b>	Boat parking for borrowed boats from other clubs & private people – JD said can park in estate yard.
<b>5.3.4.</b>	Batteries – battery packs. Radios cost is 60% of a battery. Out of costs from Regatta. GE not in the WS, but in Regattas. JL looked after & kept for next one.
<b>5.3.5</b>	Dingy & boat parking - being moved off – where are we going with boat parking. SB were moved from the Markets (behind Etienne). JD said those were moved from

	<p>the trees being cut down, then talk of building racks, then board changed. JD said there were emails re all the junk that was dumped there, not TSA's boats. JL need to get them back. GE can have racks, but dingys must have dollies. MA concern for light &amp; delicate boats (have been damaged). JD said some staff need to be exposed or trained re boats. JL need a register of allocated boats &amp; where they are. MA said racks would be fantastic. Discussion ensued.</p> <p>MA said the boats on the waterfront aren't allowed. JD said it's the only waterfront area. GE said it's always been boat parking, nowhere has it been changed, member has to move it &amp; have a register with a T number. JL a process to get started until we run out &amp; then relook at it. GE said the management is responsible to see to the boats &amp; caravan's etc. JL asked for it to be checked &amp; email sent out &amp; if not adhered to &amp; removed to a place where it's secured. JL said we need to minimize the friction of adhering to the by-laws. JL read by-laws only 2 boats per site unless in residence &amp; not preventing staff from mowing the laws. GE said WS is to get their by-laws in place, like the CCC has gotten theirs up to scratch. GE to JD to get the sticker out again. JD asking who to get a basic design for racks. Discussion ensued.</p>
5.3.6	<p>TSA – has been asked to move their boats. RR asking if there's a TSA place to park their boats. GE they can park with TSA parking areas in front. They have been charged for petrol, but others are using the boat. GE said other people are not allowed to unless to rescue, as they aren't paying maintenance.</p>
5.3.7	Moorings done by Neil & help.
5.3.8	Buoys – All done & sorted.
5.3.9	Lotto duck trim issues – GE to have a look at it in the morning.
5.3.10	<p>NSRI – need to find a boat park with a shed for it, to store the valuables. GE to get the board to submit designs, get the reports &amp; send to NSRI. Allocated R35 000 to build a boat shed &amp; trying to get a container, &amp; more money for the station. GE is very strict on their compliance, for people who aren't members. Only looking at 20 people 10 locals &amp; 10 members. Code of ethics. Access if you are on NSRI duty if you're not a club member. A duty for locals is only for the day so only have day access rights.</p>
5.4	<b><u>Events:</u></b>
5.5	<b><u>Information Technology:</u></b> (See report)
5.5.1	PC on Jackie hard drive replaced.
5.5.2	Internet connectivity – having issues preventing Mark from accepting card payments.
5.5.3	Fibre Optics Network – GE having the line on the Telkom poles is illegal, JD to investigate other means of staff preparing trenches.
5.5.4	<p>Vinet vs Breedenet: will be giving JD a quote. Discussion ensued. JD said that Breedenet said the switches are low cost &amp; they give problems so need to replace that. Vinet is blaming the power stability, which Breedenet said that the power will effect the switches coming on and off. GE said they will do the Snapit, busy with it, will look into at WS meeting tomorrow.</p>
5.6	<p><b><u>Financials:</u></b> (See reports)</p> <p>JL GE discussion re cafeteria and bar stock taking, GPs discussed: there could be a counting mistake in error. JD saying the variance reports will definitely show problems. GE to take the numbers &amp; watch it &amp; investigate it. Also the wastage, plate size &amp; theft to be concentrated on.</p> <p>Bar &amp; cafeteria both down, so either pricing not right, over pouring or theft.</p> <p>WS is more due to events, prizes &amp; medals.</p> <p>Capex - down as major projects readied for March.</p>
6.	<b>Adoption of previous Board Meeting Minute 14 October 2016</b>
	<p>Proposed: RR; Seconded: MA</p>

<b>7.</b>	<b>Matters arising from previous Board Meeting Minute, 14 October 2016</b>	
	4.7 Swimming platform repaired ready to go in awaiting better weather.	
	Ski lane took out today. GE the members need to be notified. JL -to JD to send out an email, it's a no go zone. SB -all notices to members.	JD
	4.8 Jetty fenders – shortened ones received back yesterday, to be put on.	JD
	JD said the chain will go back on.	JD
	4.9 The pricing for the Shed doors will be about the same as discussed with Neil.	JD
	4.11 Outside toilet has been repaired.	
<b>8.</b>	<b>General &amp; other Topics (All other Inputs &amp; Presentations)</b>	
	Membership cards have run out, need another 250 cards which cost R6500. Members are awaiting cards, can take 2 weeks. JL said to go ahead.	
<b>9.</b>	<b>New Membership Applications</b>	
	<p>The following 3 new membership applications were considered and approved at the meeting:</p> <p><b>Ordinary Member:</b>  Rosanne Jacobs  Ryan Schefermann  Elizabeth Walker</p> <p>Lise will follow up with welcoming letters to the new members.</p>	
<b>10.</b>	<b>Date for Next Meeting</b>	
	The date for the next Board meeting was scheduled for <b>19h00, Friday 27th January, 2017 at TSC</b> . John thanked the Board members for their time and for attending the meeting.	
<b>11.</b>	<b>Close Meeting</b>	
	Meeting closed at 21:49 pm	