

Minute of Theewater Sports Club (TSC) Board Meeting Friday, 27 January 2017, 19h00 at TSC

1	Welcome	
	Andreas welcomed the Board Directors and Trustees to the 13 th Board meeting. He thanked the Board members for circulating their reports before the meeting.	
2	Attendance List and Apologies	
	<p>Present: Andreas Horvath (AH) John Lake (JL) Neil Ashton (NA) Grant Ekermans (GE) Etienne Venter (EV) Stuart Brown (SB) Jacques Dreyer (JD) Mary-Ann Sharwood (MS) Brad Dixon (BD) Tania Smith</p> <p>Apologies: RhowelN Rhooode (RR) Des Mudge (DM)</p>	<p>Board Chairman Vice Chairman / Future Planning Director, Information Technology Director, Financials Trustee Trustee General Manager Commodore Director, Events Secretary</p> <p>Director, Caravan & Camping Trustee</p>
3.	Acceptance of the Agenda	
	The agenda for this meeting accepted by all. Proposed: AH; Second: MA	
4.	General Manager's Report	
4.1	<p><u>Mark (See Report):</u> No problems at club house. Best season ever. R120 000 capex for clubhouse repairs JD given go ahead. Discussion on Marks contract & performance bonus ensued. AH & GE to discuss it with him.</p> <p>Nothing being done about the dogs in club house area. JD to get Lise to institute the tags, annual price & to get orange bins with bags for disposing. Draft budget to be drawn up. Discussion ensued.</p>	<p>AH, GE</p> <p>JD</p>

4.2.1	<p><u>Lise (See Report):</u> Decline in public & member's visits. Entry fees cover the Regatta Event and the bar, cafeteria & camping is extra (MA). The online fees are reflected on the gate records, which are added to Special Events (GE), that aren't regular events.</p>	JD
4.2.2	See Membership Demographics.	
4.2.3.	<u>Gate staff:</u>	
4.2.3.1	Public visitors say day & camping tariffs aren't clear – GE day fee is specified & night fee is specified. Many want hiring of boats, cabins (club cabin is too expensive R250 per night), chalets, etc. MA said to get some cabins up for rental.	
4.2.3.2	<p>Gate House: Access cards or gate doesn't work. Tailgating is a problem, especially when it comes to a boat / caravan on a trailer. Location of gate house is problematic, needs a big sign & a safe. GE said to get a drop safe, AH instructed JD to get a quote.</p> <p>Discussion ensued: AH praised JD for all his work done on limited expenses. Look at financial aid, future planning, putting something down, 6 main issues: Gatehouse is a revenue & security issue, Clubhouse – nice upgrade, Main road (tar road) needs repair, Rental chalets, Public side development & Erf portion 109. JL suggested to go to municipality & apply for erf 109 to be purchased. AH suggested to have public & wash bay together & members to the right of the water tank. EV suggested to get a rough sketch & a rough estimate, to know what to go to the bank with. GE to look into debentures schemes (pensioners with money to borrow & pay a percentage), with the Sailing academy, Overberg Federation, etc. to help pay for erf 109. Discussion ensued.</p>	JD, GE
4.2.3.3	Villiersdorp Residents: Social members get 10% discount on the meals. Day visitors pay the same rate. JL said to standardise the rates & pay accordingly, unless JD comes back to us, GE to check with Mark.	
4.2.3.4	Members: not signing in guests, upset when denied access, or when members don't know them. Members must sign in their guests & no guests may stay without the member. GE we need some ideas & solutions.	
4.2.4	Possible Ad shoot: Made in Africa Films (MIA Films) 95% possible ad shoot 15-17 February, awaiting confirmation.	
4.3	<u>Dawid (see report):</u> spot analyses to coach him on reports.	
4.4	<u>Jackie (See report):</u>	

4.5	<p><u>Jacques – General Manager (See report):</u></p> <p>Christmas went well. Only problems with Electricity tripping. Possibly installing gas geysers. Do a gas course & do installation himself (Blue gas), will do homework. MA it'll be useful. JL overloaded plugs, but geysers are separate so doesn't affect the geysers (it takes an hour to refill warm). Don't know the cost, but look into the coils, instantly heats.</p> <p><u>Social Membership:</u> Is going to be a problem, from going from social to a Full / Family member to avoid joining fees. Social R450 vs Full R1500. Social member has no overnight or voting rights or use club storage. GE said they must still pay full membership, to up membership categories, not allowed in camping areas. JL to say No buses, etc. signage. GE to have access controlled by all the members gate. Public members hours are sunrise to sunset.</p> <p>GE Social members should have social access cards & leaving should be monitored, as Water Affairs wants us to open to the locals. AH how do you control access & no overnight, but they're having a meal? DM - R450 is the fee, but no showering, just have to get the price right. To become a full member from social you have to then pay the entrance fee. Have access to club, toilet & bar. DM any conversion, have to go through the whole application. When they want to convert, we still have to have a joining fee, as they'll have right to vote & responsibility. We just have to monitor it.</p> <p>AH we have a process, all part of introductory & they fully understand the do's & don't and have it all refined in contract & have a booklet given when joining. However public members need to be verbally told when they come in & signed at the gate. Let's monitor & see how it works, or cap it off.</p> <p><u>Retired campers:</u> What is the maximum stay? They usually come for 6 weeks. Not members, but long week stay. GE a 3 week stay, a standard fee, after that pay per week. Other clubs make it a 3 month cap. Board agreed 3 months. JD said other clubs charge R1500 per month for 2 people on public side. Board agreed. A proven retired member. DM to consider what facilities to have open, but JD said no they don't do anything.</p> <p><u>Honorary Members:</u> It is open-ended. JL we need to give an end date. GE said there should be the original owner that is paying, when they stop paying or upon death it reverts back to the club.</p> <p>Pump lifted & added 10 m of electric cable with stickers warning danger.</p> <p>Shane supplied 8 cameras. Quote from local guy, will recorder, cable, use JD monitor linked to remote monitor (link to phone). MA requesting by the caravan park & at the end. Everything is to be monitored & have a sign at entrance to say monitored by cameras. Discussion ensued. AH go ahead on installation.</p> <p>Jacky M to load all invoices on Falcon as well as Pastel.</p> <p>Mark to implement Electronic clocking system for all staff on Falcon.</p>	
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	<p>Oom Neil doing repairs on Nauti Neill – plugging new seal & fitting a prop shaft, repaired engine water leak. Going to put on a new axle. Extend trailer for Paper Doll as it's too short, she's COF & Buoyancy Certificate. MA can we launch Paper Doll when no water - JD said yes. At 30% will notify for people to take their boats out.</p> <p>Oupa Hendricks was dismissed as he never came to work during December, due process were followed, J Nichols chaired the hearing as he was on a Final Written warning already. To have qualified professional & more formal interviews, people that can do the job.</p> <p>New jetty chain will go in as soon as Nauti Neill is back on the water.</p> <p>Small incident with Mayflower, run aground & capsized. Errol & Shane tied the boat down, Dawid & myself fetched it Monday. Not sure if bungs were tied in.</p> <p>All hobbies by covered parking can potentially hit the electric cables. Eskom wants the boats moved. JL for safety sake, a safety line put in place.</p>	
5.	Board Directors Portfolio Presentations	
5.1	<p><u>Chairman:</u></p> <p>Thanks to all staff, sailing committee & members to a very successful season.</p> <p>Board Meeting – 24 Feb, Draft Budget (Submission) – 10 March, Board Meeting (17 March), Member Meeting - re Budget 14:00 on 6 April, Board Meeting – budget- 5 May 14:30, AGM -Sunday 21 May at 10am.</p> <p>Capex – complete work capex has been allocated for.</p>	
5.2	<p><u>House & Grounds:</u></p>	
5.3	<p><u>Caravan & Camping Committee (See report):</u></p> <p>Wooden toilets. Club owning chalets on existing members site. GE said rather other land for chalets. Raise R150 000 from debentures to build 4 chalets.</p>	
5.4	<p><u>Water Sports (see report):</u></p> <p>NSRI – painting container & putting an afdak over it. Discussion ensued regarding container being moved or improving the bridge house & include it. Problem getting volunteers, to be available. Free training as an incentive. GE & Kuba to have a discussion.</p> <p>O' niners – 2 boats available – remove stickers. (possibly get 10 working NA).</p> <p>IYC looking at trailers to purchase or donate (just to use as a dolly).</p>	

5.5	<u>Events:</u>	
5.6	<u>Information Technology:</u> Internet problems are power related. Seems to be better, but by clubhouse it's not. JD said maybe interference of trees, NA agreed it could be. Solution to run a cable across, Vinet said about R60 000 just for cable (linked to their Wirenet) & R100 000 with Breede Net to replace. Shane said he can get cable laid, after we've had some trenches dug. Discussion ensued. GE to plan it & draft it into the budget. JL said to ask Telkom for permission or leasing of poles – JD to query.	
5.7	<u>Financials (See report):</u> Areas of concern: Nationals & Stock. Relook at the Capex expenses. JD has a cheaper roof repair solution. Managers weekend duty, need time off or paid time. GE asked JD to look into Labour Law, does the exemption apply to us. Falcon issued 500 members cards, we are 60 short, additional cards pay R50 / re-issue. R7400 vat excl for 250 cards to be ordered. Kuba being invoiced for overtime staff on Sunday.	
6.	Adoption of previous Board Meeting Minute 18 November 2016	
	Proposed: AH ; Seconded: NA	
7.	Matters arising from previous Board Meeting Minute, 18 November 2016	
	4.1 additional uniforms are needed.	
	Dogs still a problem, needs to be addressed.	
	Staff meals to be discussed.	
	Blazers – JD to be looked at & pricing.	
	CCC did good job with shade cloth, but to keep an eye on it.	
	5.1 Washbay – returning high pressure hose JD	JD
	Stock taking to be done more regularly.	
	5.3.9 Lotto duck trim issues – GE sorting out.	
	Boat parking along the fence – racks for the dingies.	
	TSA shed door – R6000 per set, Oom Niel said it'll work out the same, JD to look at cladding the one side.	JD
8.	General & other Topics (All other Inputs & Presentations)	
8.1	GE Falcon issued 500 access cards (60 short), must order more R7400 for 250 / 500 cards, spare for additional cards or re-issuing cards for R50 each.	

9.	New Membership Applications	
	<p>The following new membership applications were considered and approved at the meeting:</p> <p>Family Members: Kevin & Renet Campbell; Sholto & Zoe Douglas; Paul & Monique Els; George & Nastashha Kloppers; Daniel & Cevell Steenkamp; Craig & Donia Tilsley; Rohan & Janelle Van Der Walt</p> <p>Social Family: Rico & Colleen Adams; Albert & Felicia Chait; Marius & Rozaun de Lange; Nicholas & Martha Groepies; Anthonie & Marane Roux; Peter & Ilse Ruiters; Franco & Michelle Swanepoel</p> <p>Social Ordinary Martin Groenewald; Abraham Jacobs</p> <p>Ordinary Member Michael Harris; James Harris</p> <p>Student Saskia Brink</p> <p>Lise will follow up with welcoming letters to the new members</p>	
10.	Date for Next Meeting	
	The date for the next Board meeting was scheduled for 19h00, Friday 24th February, 2017 at TSC. Andreas thanked the Board members for their time and for attending the meeting	
11.	Close Meeting	
	Meeting closed at 12pm.	