

Minutes of Theewater Sports Club (TSC) Board Meeting Friday, 25 February 2017, 19h00 at TSC

1	Welcome	
	Andreas welcomed the Board Directors and Trustees to the 14th Board meeting. He thanked the Board members for circulating their reports before the meeting.	
2	Attendance List and Apologies	
	Present: Andreas Horvath (AH) John Lake (JL) Grant Ekermans (GE) Etienne Venter (EV) Des Mudge (DM) Jacques Dreyer (JD) Mary-Ann Sharwood (MS) Rhoweln Rhooode (RR) Sue Basson SB)	Board Chairman Vice Chairman / Future Planning Director, Financials Trustee Trustee General Manager Commodore Director, Caravan & Camping Secretary
	Apologies: Stuart Brown (SB) Brad Dixon (BD) Neil Ashton (NA)	Trustee Director: Events Director: Information Technology
3.	Acceptance of the Agenda	
	The agenda for this meeting accepted by all. Proposed: AH; Second: MS	
4.	General Manager's Report	
4.1	<u>Mark</u> <u>He is on leave</u>	AH, GE JD
4.2	<u>Lise (See Report):</u> JD stated that Lise had handled all the arrangements for the film shoot, and everything had gone very well. They had been paid for the 2 days but needed an extra day due to the wind that blew a section down.	

4.2.1	An amount of R58 450 had been paid. The clean-up afterwards was done very efficiently by David and his staff. AH congratulated them on this fine work. AH also asked why there aren't further such events to promote TSC.	JD
4.2.2	JD said that they needed to liaise with the organisers responsible for these types of events.	
4.2.3	GE said that they needed to get in touch with "Media Forum" in Cape Town as well as the Tourism Bureau. It could be made a regular venue for shoots and good publicity for TSC.	
	<p>Gate staff:</p> <p>Public visitors say day & camping tariffs aren't clear – GE day fee is specified & night fee is specified. MS said to get some cabins up for rental. JD said he was still working on getting a quote for dog tags.</p> <p>Gate House: JD had found out that Macro stocked safe's suitable for the gate and he would ask for a quote. He also said that he had inquired about a safe for the front gate and had found that Macro stocked them and he would get a quote for one.</p>	
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. AH said Mark must decide on prices as he is manager of restaurant.	JD, GE
4.2.3.4	Members: not signing in and visitors of members unhappy when denied access. More discussion needed and solutions to be found. New Members not reading or availing themselves with the rules and by-laws of the club. How should we reach them? JD suggested putting it on a link or getting them out for the day and giving them a hand-out. Should there be a pre-printed package.	
4.2.4	GE thought the computer way was more efficient and they were more likely to read it online. MS suggested a meeting with all new members once a month	
4.3	GE thought that was too often and that once every six months sounded better. Discussion ensued.	
4.4	<u>Dawid (see report):</u> No report supplied	
4.5	<u>Jackie (See report):</u> No report supplied	

Jacques – General Manager (See report):

Social Membership

AH wants more done about indemnity signage – the rules must be visible.

GE said to look at what is shown in all other public areas.

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.

No further solution to the above discussion.

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.

There was further discussion on this and suggestions as above, under new members, were given.

Retired campers: What is the maximum stay? Still under discussion.

Honorary Members: 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.

Under discussion as is new doors to be put on.

Pump lifted & added 10 m of electric cable with stickers warning danger and extended further into dam.

<p>Jetty chain is running out of block. Boats can still be taken out but great care needed.</p> <p>Oom Neil done work on jetty and had a few suggestions. Discussion followed.</p> <p>Shane supplied 8 cameras. Six of the eight cameras are working and the recordings are at Jacques Office.</p> <p>Points that are covered by the cameras are from the gate down to the clubhouse.</p> <p>Oom Neil still doing repairs on boats. Big job but has help from staff.</p> <p>JD stated that he had taken photo's of the areas on the roof that needed work – approx. 120x120m. It does not look too bad but needs attention and he suggested using “Fleximet”. He will have it filled and patched.</p> <p>Oom Neil has made the suggestion to replace the doors of the Training room with a “metal-framed clad door”. JD would like go-ahead to do all the doors. Discussion on who should pay for the two that are leased.</p> <p>JD said that the boats will be on the plaat over Easter.</p> <p>JD said the work bakkie had had extensive repairs and inevitably would need to be replaced. The tractor was also under continual repair but this was also due to fatigue and age.</p> <p>JD had stated that the cable on the safety boat, being used by TSA during the Melkbos Camp, had broken. It was to be repaired. GE stated that wear and tear and the age of the safety boat had a part to play in any repairs and breakages.</p> <p>JD stated that he changed the Security Company LRV as they were far more efficient than AC. Despite the fact that AC was in Villiersdorp, they still took too long to get out on a call. LRV's service was much better. They had a programmed sms system which notifies of openings and closures of the gate. JD said that the guards were better. Some of the beams were burnt and this was as a result of a power spike. Omar was the liaison person from LRV.</p> <p>JD said that Eskom needed to come along and cut some of the taller trees. They will let him know in advance as they would need to cut the power. They said it would be within the next 9-14 days.</p> <p>JD said that he had been capturing together with Jackie,(from the gate) on the Falcon and Pastel programme. Mark was on leave and they had done a stock-take in the clubhouse. The stock sheet print-out was also part of the Falcon programme and there were only small discrepancies. The feeding in of stock codes gives the quantity.</p>	
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	<p>GE asked whether Mark was aware of the stocktake during his absence.</p> <p>Stocktake should be done by Administration staff once every week. This question was posed to all. JD stated, further to the Falcon program, is it appropriate for the club. He has a few minor concerns.</p> <p>AH stated that there had been a twelve point memo distributed to the board and the manager (not noted in the minutes) in which he explained what had to changed and be put into place as soon as possible. GE not in agreement with manner in which this is being handled. He has been working with Mark trying to implement changes in the bar and restaurant. A discussion ensued. AH reiterated that the twelve points were there to be implemented. They were given to the Manager and there should be action. More discussion ensued. AH stated that with the AGM in view these problems discussed need to be sorted before then. GE felt that the twelve points needed to be made as a board decision. He said there were quite a few of the points from the memo they were making progress with. JD said he would endeavour to drive the twelve points.</p> <p>JD said that he and Jackie had been to a liquor license seminar. He said it was very enlightening and hoped to do a follow-up. He stated that according to the law, a club, may not permit anyone to leave the premises without having paid your bill. According to the law you also may not buy alcohol on credit. They are busy trying to change the age limit for drinking to twenty-one. JD said that they were told that no-one was allowed to take alcohol beyond the designated areas. A discussion ensued about these points above. Tabs were also discussed and it was stated that putting money on your membership card was the best solution. However, not all are in agreement.</p> <p>JD reported that he had been called out at 22.30 to an incident at the bar. Certain staff members were intoxicated and there was a minor altercation. AH added that that was why he would like the twelve points implemented.</p> <p>Neville Norton wants his site to be registered as a Heritage site.</p>	
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5.	Board Directors Portfolio Presentations	
5.1	<p><u>Chairman:</u></p> <p>AH welcomed Sue Galbraith as Secretary.</p> <p><u>House & Grounds: covered by GM</u></p> <p><u>Caravan & Camping Committee (See report):</u></p>	
5.2	<p>Club owning chalets on existing members site. GE said rather other land for chalets.</p>	
5.3	<p>RR said he had received thirteen applications for improvements on sights. Sight maintenance and neatness generally good. Two waterfront sites busy with retaining walls. Applications for cabins coming on well. Personal item – member from site 48 did not make minimum stays due to illness, seeks extension. An email, from Aubrey, was received for resignation.</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. Need a local person to do the work. Colours Blue and Green. It must look professional. The NSRI are having a function in August/September. To work – must have water-wise and first aid. O’ niners – 2 boats available – remove stickers. (possibly get 10 working NA). IYC looking at trailers to purchase or donate (just to use as a dolly). MS asked about “Oulik” being moved as it was badly parked. Distinctive markings for places. Will the Mosquito event to be held work? Accommodation will there be sufficient? There are cardinal markers in the trailer park given by Water Affairs, they need to be utilized. There is a bouy upstream that needs to be fetched.</p>	
5.5	<p><u>Events:</u></p>	
5.6	<p><u>Information Technology:</u></p> <p>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. GE to plan it & draft it into the budget. JL said to ask Telkom for permission or leasing of poles – JD to query. JD not done yet will try for next two weeks.</p> <p><u>Financials (See report):</u></p>	

5.7	<p>Relook at the Capex expenses. JD has a cheaper roof repair solution.. (see above)</p> <p>Camp fees doing well. Electricity an issue. Is the gate capturing and collecting from visitors. Cafeteria doing ok. Food prices high. AN asked about re-vamp of cafeteria. Have budgeted for it. As soon as there are less people. On a whole finances good. Club should use the money. Should be a wish list. GR needs more time to put buget together. Will do Budget at next Board Meeting. Trustee commented positively on club financials, said there is a new dynamic which will attract younger group. Falcon issued 500 members cards, short but will get more. Discussion about DSTV for afdak, so that kids have place of their own. Then out of restaurant. Could be funded by Capex.</p>	
6.	Adoption of previous Board Meeting Minute 27 January	
	Minutes accepted with adjustments made by JL.	
7.	Matters arising from previous Board Meeting Minute, 18 November 2016	
	4.1 Dogs – letters to be sent.	
	Blazers – JD to be looked at & pricing. Emblem as well, be careful with colours on emblem.	
	5.1 Washbay – returning high pressure hose JD. When?	JD
	Stock taking to be done more regularly, by admin. staff.	
	5.3.9	
	Boat parking along the fence – racks for the dingies.	
	Mark had reported that the club was doing okay. Questions about overtime. Salaries and how were performance bonuses worked out. The kitchen staff worked a different time frame but it was still considered working days and not overtime.	JD
8.	General & other Topics (All other Inputs & Presentations)	
8.1	<p>GE said that Jon, from TSA, had approached him about sponsoring four more mattresses. It would cost R2 660. GE suggested that they offer to pay for all remaining eight mattresses and then TSA could repay it monthly over 10 months. It was agreed.</p> <p>There were complaints about DSTV dishes remaining up longer than site members stay. The by laws should be followed in all respects. To do with boxes, shade cloth, and any other add-on while on a stay. When you pack up, you leave only what is stated in the laws. Discussion ensued on all these points. Some were unhappy with very bright lights over sights at night. About leaving with smallest “footprint.</p> <p>Be aware that exceptions made will lead to constant questioning of laws. Should members not adhere to bylaws and have to be spoken to constantly, a</p>	

	<p>letter should be sent. Discussion ensued. JL suggested purchase of erf 1039 once again. They are still looking at having a gas supply course – Jacques. Social members must still pay full entrance fees. Food prices on the menu-pricing should not be shown. Members will receive their discount when paying with their cards.</p>	
9.	New Membership Applications	
	<p>The following new membership applications were considered and approved at the meeting:</p> <p>Family Members:</p> <p>Social Family: Two - Coetzee's and Hucke power boating.</p> <p>Social Ordinary</p> <p>Ordinary Member</p> <p>Student</p>	
10.	Date for Next Meeting	
	The date for the next Board meeting was scheduled for 19h00 Friday 17 March 2017 . Andreas thanked the Board members for their time and for attending the meeting	
11.	Close Meeting	
	Meeting closed at 11pm	