

**Minutes of Theewater Sports Club (TSC) Board Meeting
Friday 14th July 2017 at 19h00**

1	Welcome
---	---------

	Grant welcomed everyone.
--	--------------------------

2	Attendance List and Apologies
----------	--------------------------------------

	<p>Present: Board members</p> <p>Grant Ekermans (GE)</p> <p>Gert Theron (GT)</p> <p>Mary-Anne Sharwood (MS)</p> <p>Brad Dixon(BD)</p> <p>Jacques Dreyer (JD – GM)</p> <p>Paul Liebrecht (PL)</p> <p>Neil Ashton (NA)</p> <p>Sue Galbraith (SG)</p> <p>Apologies</p> <p>Venessa Mulder (VM)</p> <p>RhowheIn Rhooode (RR)</p>
--	--

	<p>Present: Board members</p> <p>Grant Ekermans (GE)</p> <p>Gert Theron (GT)</p> <p>Mary-Anne Sharwood (MS)</p> <p>Brad Dixon(BD)</p> <p>Jacques Dreyer (JD – GM)</p> <p>Paul Liebrecht (PL)</p> <p>Neil Ashton (NA)</p> <p>Sue Galbraith (SG)</p> <p>Apologies</p> <p>Venessa Mulder (VM)</p> <p>RhowheIn Rhooode (RR)</p>
--	--

	Apologies Venessa Mulder (VM) RhowheIn RhooDe (RR)
--	---

	Apologies Venessa Mulder (VM) RhowheIn RhooDe (RR)
--	---

	TRUSTEES Stuart Brown Etienne Venter
	Tony Strutt (TS)

[illegible][illegible]

3.	Acceptance of the Agenda
-----------	---------------------------------

	Accepted.	
4.	General Manager's Report (See Report)	
4.1	<p>JD said that he had received 2 compliments – 1. from Andreas via Whatsapp and 2. from Hans – verbally</p> <p>The staff are doing well.</p> <p>The Club Cabin has had upgrades made – the floors in the bedroom and main room</p> <ul style="list-style-type: none"> - bathroom - retainer wall at the back of the cabin 	
4.2	<p>JD says that the staff should be involved in solving any problems found around the club. There is flooding in ablutions when there is a lot of rain.</p> <p>The blockage, from hair and other things get stuck. Suggestion to install larger pipes.</p>	
4.2.1	<p>MS said that the quote for the slipway was too much. No need to use a construction company.</p> <p>JD explained the present construction level-how it was done. Needs to be done correctly otherwise there may be problems.</p> <p>>Dig under current slipway</p> <p>>Box foundation</p>	
4.2.2	<p>>Sub base – then cement.</p>	
4.2.3	<p>JD expressed the view that the present Maintenance staff were not trained or knowledgeable enough to take on such a big task.</p> <p>PL asked why the wash basin was removed from behind the cabin?</p> <p>JD explained that the hot water at the wash basin served the cabin and the caravan and campers were washing their dishes and the hot water was depleted.</p> <p>If they had to put back a wash basin then gas would be a good option.</p> <p>With all the good improvements GE feels the staff should be involved and in keeping it that way and that they should check for any other things that are wrong around the club.</p> <p>PL said that in the past visitors had not looked after the cabin as expected. Also resulting in deterioration. Fees are R500 for Friday/Saturday and lower in the week.</p> <p>NA asked if there was a reduction for members. No.</p> <p>JD also mentioned that Beele's Pond had been cleaned up and was a huge improvement. He has divided the staff into teams and given them an incentive to keep the islands looking good.</p> <p>NA asked about the Droomer's site – was it still going to be vacated? Decision still pending.</p> <p>GE asked about the gate access and the progress thereof.</p>	JD
4.2.3.3	<p>JD has had mails and conversations and quotes but still no access. The power issues need to be sorted. UPS and power are the 2 main problems.</p> <p>GE wants access sorted by next board meeting. Get materials – finances there.</p> <p>GE - about geyser quotes? Get going – find out what is best for the members.</p>	JD, GE
4.2.3.4	<p>GE – suggestions and proposals must be effected and the job done. Do not continually wait for board meetings for approval.</p>	

5	Board Directors Portfolio Presentations	
5.1	<p><u>Chairman:</u> GE stated that he does not give reports. He is there to oversee events and progress. The staff and board must make every effort to assist and communicate with members. GE said that because VM was too busy with doing the Future Planning the Board Secretary would organize “Matters Arising”, as from the next agenda.</p> <p><u>IT: (See Report)</u> NA said the gate was on further hold – emails and phone calls. JD said this was as a result of Vianet and they need diggers for the cable-needed quotes for work to be done. GE said he should use local farmers. JD said the response from them was not positive.</p> <p>5.2 GE said make a plan to befriend people in and around Villiersdorp. Club for them and a good window for the area. Please get going with quotes.</p> <p>5.3 <u>House & Grounds: (See Report)</u> <u>PL said that they took measurements of the restaurant area – they bought tiles and</u></p> <p>5.4 <u>vinyl and glued them all</u> <u>partitioned the kitchen</u> <u>made a fridge room</u> <u>worked on the dining area.</u> <u>GE asked about the restroom for the kitchen staff – covering of the woodshed? This should be done at the same time.</u> <u>PL said they would have to extend the wall.</u> <u>GT said they need only put a roof over the woodshed so that they were out of the rain and wind.</u> <u>GE said they need to get it going at the same time as the other changes.</u></p> <p>5.5 <u>PL said they had made a nautical theme throughout – there was quite bit of work to be done they need plus /minus 100 000 and wanted to let everyone know.</u> <u>GE said get going.</u></p> <p>5.6 <u>PL said they want to try for savings when sourcing materials, so time was needed.</u></p>	

GE wanted things going now – to be done by Spring and Opening Cruise.
GT said to keep members – Adrian White/Jon Lake in mind when doing the electrical work on the cabins.
GE said to email all members about assisting in any way with cabins.

Caravan & Camping Committee (See report):

RR (in absentia) said that the Food and Beverage interviews were being done and the successful applicant would be appointed from 1 September.

Are the trees being removed being recorded?

JD said that there was a register being kept. All trees must be in the register as they were on Water Affairs land. He said that members were planting trees on their sites.

GE said that the register should indicate the sizes – below a certain height
 above a certain height.

GE said that members should be encouraged to plant more trees on their sites.

GE also wanted each portfolio to review their particular by-laws and forward any suggested amendments.

JD stated that there would be a site allocation meeting in August (14 August – which is a Monday).

GE said that he had asked JJ about the cabins – sizes and designs – should it be 2 rooms

1 bathroom

Kitchenette

Suggestions about whether it should be turnkey (furnished and ready) followed and discussions on sizes and installations.

Quotes from Developers should be asked – on construction only or
 turnkey set up.

JD asked whether RR could give a proposal on what he could give the club. Same plan and only 1 quote.

BD said that a quote on a bare cabin – only including fixtures like – cupboards
 shower and
 sinks.

It will depend on people who hire the cabins – families?

There was discussion about whether it should be 1 bedroom or 2.

PL said there should be options.

MS said that we should look at standard sizes.

GE said they should get a quote on both options. 1 bedroom/2bedroom
 easily removable
 cladding options
 cupboards
 bathroom

kitchen
furnishings

Involving Ian Cairncross would be a good idea as he is always very involved.

MS asked about septic tanks – do they need to be permanent.

PL said that they should be nicely furnished eg – lights
fittings

Make it look attractive.

MS said that it should be up to Tourism standard as it will be well advertised.

PL and GE said that it must be well maintained and clean and neat. If it is well looked after good the price will be worthwhile.

Water Sports (see report):

Lipton Cup – MS said there was still no movement on this but that Keagan and Howard were still interested with Mike Brown as manager.

GE said he would work on it. Closing date for entries would be 21 July.

MS said that the calendar was a big job and that she had the dates on a spreadsheet.

Are we going to have a printed calendar or should it be on google? Cost of printing and thus finding sponsors not viable.

MS asked about mooring in sections.

JD said they were working on this – via Niel Spilhaus.

GE said to get it done as soon as possible.

GE asked whether Gosling was insured? About the incident – to clear up any uncertainty about the incident with Gosling it was a SAS event and not a TSA event. As the boat was insured the correct procedure should have been followed instead of an attacking manner in an email concerned. It should also not have been sent to the board as it was between the Manager and SAS.

JD stated that he had to make an incident report.

GE – correct but it should not have included TSA as they were not responsible.

GE said that as with any events – the party using the boat received usage for free
the club was responsible via insurance claim
any balance to be paid by party using the boat.

MS questioned this as there were often volunteers using the boat – should they pay?

GE stated that boat is used free of charge and should there be damage the club will claim and if there is a balance it should be sorted by association.

PL added that as they are courses – training of novice are in progress – this is how they get experience.

GE once again stated that board should not be involved in these types of contradictions and back and forth emails.

	<p>Events: (See Report) <u>BD said that the Voortrekkers camp was successful and they raised R18 500. He also complimented Lise on her very good work dealing with all the details. The Triathlon coming up already had 1 000 plus participants which meant that there would be in excess of 2 000 people at TSC. The question arises about accommodation – club caravans would help with this issue. With this large influx of people at TSC – potential good income is essential. Christmas in July event is on the 22 July and the response was still slow. There was an incentive of a prize for the best decorated table and a visit from Father Christmas.</u> <u>GE said maybe events should be arranged closer to the end of the month to accommodate finances. Decorating tables should be done by the club!</u> <u>BD said that having members involved was important and should not just accept everything as being done for them.</u> <u>A short discussion ensued about involvement during events.</u> <u>GE said that the events planned looked good and a Bingo or Quizz evening would be good. Wine tasting once a month was also a great idea.</u></p> <p>Financials (See report): GT wanted to know if everyone was in agreement with the proposed price hikes as per his report? Danelle left as a staff member. Staff members and increases. There are 2 restaurant staff members who need to be brought up to minimum wage. A suggestion of 7.9% increase for kitchen and bar staff. These need to be done by 1 September. Essie received an extra increase as she has more responsibility. For which months are the Capex budgets? Before opening cruise or by December. GE said that at the moment all is safe. R450 000 was put out for chalets. GE said go conservative on tractor and bakkie – till Dec/Jan. Opening cruise will be important. MS asked when they plan to start/ finish with the chalets – September? GT asked if that is possible. GE said that it is not fixed.</p>
6.	
7.	<p>Matters arising from Board Meeting Amendments to previous Minutes: SB signed the Vat document - not the Financials. BD had not just joined the club, he knew someone who had...about stays. There should be 8 stays. GT corresponded with SB (Suzie Basson) about minutes but had the wrong email address and was to get them on Bmeetings email.</p>

	MS never received minutes – sent them to her.	
8.	General & other Topics (All other Inputs & Presentations)	
	<p>Correspondence: Resignations.</p> <p>GE – if meetings are to be changed there must be notification at least 2 weeks beforehand.</p> <p>There was a question about the NSRI GE explained that Kuba was the Station Commander and Alan Mattheus (from Gordon's Bay) the Deputy Commander. They make a good team as each have their individual strengths. Alan and Anza did a sterling job of painting the container and they have a good lay-out for the interior.</p>	
9.	New Membership Applications	
	<p>2x New applications</p> <p>Family Members: Gordon Smith (Hermanus sailing)</p> <p>Social Family: Social Ordinary: Timothy Thomas Pastor in Villiersdorp)</p>	

	Ordinary Member Student	
10.	Date for Next Meeting	
	Set for 1 September 2017 at 19h00 Proposed dates for future Board Meetings: 20 th October 2017 24 th November 2017 19 th January 2018 2 nd March 2018 20 th April 2018 18 th May 2018	
11.	Close Meeting	
	Closed at 21h15 on 14 th July 2017.	