

Combwich Boat Club



Minutes - Monthly Committee Meeting 7pm Tuesday 5th April 2022

Apologies:

Present: Trevor Reason, Paul Enever, Beverley Reason, Reg Wilkes, Mark Lowther, John Miller & Nigel Frost.

Items for discussion:

1. Minutes of last meeting.

Distributed for agreement and agreed as correct. Signed by TR.

2. Commodore – Trevor Reason.

a) The Management Committee for this year following the AGM held Friday 1st April is:

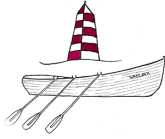
Commodore – Trevor Reason
Vice Commodore – Paul Enever
Secretary – Bev Reason
Treasurer – Reg Wilkes
Bosun – Mark Lowther
Moorings Officer – John Miller
Asst Moorings Officer – Nigel Frost

Paul Marsh & Steve Bird have both stood down from the Committee for this coming year due to personal reasons.

Mike Iles resigned from the Committee in February.

Basil Stow is also stepping down as Men's Gig Captain. The Committee having invited both Men's and Ladies Captains onto the Committee last year but Marie Beckley had resigned from the Committee mid term.

The Constitution allows the Management Committee to invite UP TO 5 ordinary members to assist in the running of the Club. This is designed to allow the Management Committee to draw on skills and abilities and



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allows for input from interest groups and should aid in good communications.

TR explained that the Committee meets at 7pm on the first Tuesday of every month. For a meeting and any decisions to be valid the Constitution states that to be quorate requires a minimum of 5 members be present. Proxy votes are not allowed at Monthly meetings only at AGM or EGM as per 4.4 of the Constitution.

TR has received several names who would like to take part in the Committee:

Steve Cox – Existing committee member and represents the Water Skiers.

A N Other – Men's Gig Captain (Basil Stow standing down as Captain and replacement being arranged).

Marie Beckley – Current Ladies Gig Captain.

Kerrie Howard – Currently a Rowing Cox but has an impressive list of boating qualifications.

Myles Upham – Boating member with over 10 years as a member of the club.

Amanda DiTrollo – Rower.

Merv Lang – Boating member for past 5 years.

Chris Thompson had put his name forward but has now withdrawn.

Decision 1 – How many of the potential places to fill?

Openly discussed and John Miller proposed that we invite 4 members on to the committee, seconded by Reg Wilkes.

Voted unanimously.

1 place to be kept vacant in case the need arises to make use of a particular set of skills.

Decision 2 – Decide who from the above list to invite?

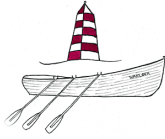
Members were asked to vote for or against each of the names:

Steve Cox – Representing the Water Skiers. Votes for 7 Against 0

Gig Captains

TR proposed that one space be utilized for either of the Gig Captains so that on most occasions either would be in attendance. Seconded by Paul Enever.

Voted unanimously.



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Kerrie Howard – Had put herself forward with an impressive list of qualifications around boating. Also a active Cox in the Rowing group.
Votes for 7 against 0.

Myles Upham – Boat club member in excess of 10 years.
Votes for 7 against 0

Amanda Ditrolio – Rower votes for 0

Merv Lang – Boater votes for 1.

Action: Secretary BR to send emails to Steve Cox, Marie Beckley (as ladies captain in absence of men's captain currently), Kerrie Howard & Myles Upham informing them and inviting them to join the committee.

3. Commodore report on the AGM

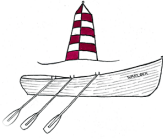
Since the below issues were raised publicly at the AGM the Committee has the right to reply to agree and action where necessary, disagree, provide documentary evidence to support or correct positions stated by members.

- a) Change has been made to the Constitution and dated 1st April 2022 which has updated 7.1 timing of the AGM as agreed at the meeting to read

“The Annual General Meeting shall be held in the months of April or May, or if necessary, hold it vitually.”

The membership agreed to adop the ‘Social Media Policy’ which is now attached to the Constitution as Appendix B. (Appendix A is the Disciplinary Code). But to be reviewed next AGM.

- b) Carol Thompson raised the issue that Bill Edwards the outgoing Treasurer should not be able to conduct financial transactions as he was no longer a Committee member.
The Club currently has 3 members with authority to carry out payments and or deposits, these being Bill Edwards, Trevor Reason & John Miller. The incoming Treasurer Reg Wilkes will be added to the clubs banking which takes a few weeks from experience.
Bill is the licence holder of the ‘Club Treasurer’ software that we use for records and financials having introduced it to the club during the past year. It is proving to be a valuable tool.



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Bill will be allowed to continue until a proper handover to Reg has occurred and beyond that is happy to continue to assist but will only carry out transactions when given a written instruction by the Commodore or Treasurer.

Clarification: The Club has online banking facilities and each authorizer has a card reader machine that is used to gain online access. No transaction can take place without 2 separate persons authority and an audit trail showing who set up the transaction and who authorized it is maintained.

- c) Kerrie Howard stated that it was not good if a husband and wife both had access to the accounts ie TR & BR.
To clarify: The new Secretary Bev Reason will not be a signatory to the banking facilities.

- d) Carol Thompson raised the issue around auditing of the accounts and pointed out that due to Covid this had not been done last year and that it should be done by 2 ordinary members of the club.
TR has arranged for the accounts to be properly audited by qualified persons externally to the club in order to bring them up to date following an exceptional year of income and expenditure due to the EDF compensation and improvements that have been made.
Audited accounts to be made available to members as and when completed.

- e) Kerrie Howard raised the issue of 'Associate Members' and pointed out that the minutes of the meeting where the AM decision was made states that it would be in place until the next AGM.

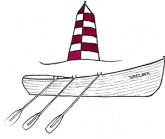
Agreed at the AGM that the decision would be revisited at next committee meeting.

Decision to be made: Do we continue with anyone that is not a boat owner being Associate members.

TR pointed out that the only difference between a full member and an Associate member is the voting rights at an AGM. It does not stop any other form of activity.

TR proposed that the use of Associate Membership should continue for non-boat owning members going forward.

Seconded by Mark Lowther.



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Vote taken and unanimous decision to support the proposal.

At the AGM Mike Iles stated publicly that he had resigned from the Committee because of this decision.

This was first discussed by the Committee at the August 21 Meeting and was deferred for a month to allow time for any other options to be considered. The decision came back to the committee on 9th September 2021 and the minutes of that meeting show that it was proposed that it apply to any non-boat owners joining the club.

The decision was voted on by 7 members present including Mike Iles and the minutes record that the decision was unanimous.

The minutes were agreed as correct at the October meeting including Mike Iles.

Mike subsequently resigned in February 2022.

- f) At the AGM Amanda DiTrolio stated openly that she had not gone on to be Safeguarding Officer because the club had not promoted her for the training necessary.**

TR pointed out that she had sent him an email in which she had declined to take on any further responsibility. That email was not readily available but has since been recovered and was shown to the committee – sent 6th August 2021 by Amanda to TR. The relevant paragraph in it reads:

“Sadly, I feel disillusioned and at a crossroads regarding my willingness to take on future roles within the Boat Club, including that of Safeguarding Officer. As an enthusiastic, devoted and dedicated member of the Club and gig sub committee member who, with my fellow members, has been cast aside without consideration, I am reluctant to take on further responsibilities.”

Reg Wilkes stated that he is already fully qualified in relation to his job and was prepared to take on the role of Safeguarding Officer for the club.

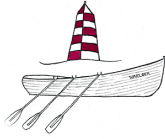
TR proposed that Reg becomes the Safeguarding Officer, seconded by Nigel Frost.

Voted unanimously.

TR, BR and JM have also volunteered to take the safeguarding courses.

Action: TR to contact RYA Safeguarding team to research.

TR also reported that he has obtained an external highly qualified person who works with homes in the Mental Health industry to act as a



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consultant to the club free of charge and in due course can undertake a review of the procedures we have in place.

- g) Various members asked that meeting minutes be sent out to all not just pinned to the clubhouse wall. It was suggested that they go on the website. Agreed to look at options.

Actioned: Bill Edwards who looks after the website has now set up a member's only area accessible by a password.

From the start of this membership year as minutes are agreed as correct, they will be posted in that area and members can access them directly.

Action: Members to be informed how to access in due course.

4. EDF Update.

Two of the 3 boats on the revetment were craned back in on Friday 1st April. Thanks to TR, ML, JM, NF & PE for their efforts in very challenging northerly winds.

Additionally, the mast was removed from the damaged boat belonging to Stuart Hill in preparation for it to be removed separately by EDF.

Note: Stuart's boat removed by contractor acting for edf 5/4/22.

That was the last obligation outstanding with EDF !!

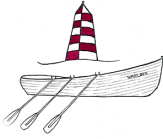
5. Gate number change

The gate number needs to change on 1st May and anyone not having paid this year's fees will not be party to the number.

Suggestions as to a memorable number ??

Number agreed and the locks will be changed on the 1st May and number given to all members who have paid this years membership.

AOB



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TR – The club treasurer software produces a profit and loss report (distributed) and going forwards this can be attached to the minutes each month to show the financial situation clearly to all.

ML – Coffee machine.

Discussed the acquiring of a replacement. BR undertook the task of investigating a replacement.

Proposed by Mark Lowther that a budget of £350 or thereabouts to be available to BR if a suitable machine is found.

Seconded by Paul Enever.

Voted unanimously for the proposal.

Action: BR to investigate/and or obtain.

JM – Trustees.

John reported that the current Trustees are:

John Miller, Reg Wilkes, Steve Cox & Nigel Frost.

The Constitution says that there can be up to 6 Trustees.

Bill Edwards has stated that he would be willing to be a Trustee but can only be accepted via an AGM or an EGM.

ML – Booking of workshop and retention of the keys.

Mark wanted it established that if a member had boats/tools in the workshop they be allowed to retain the keys for security.

Mark pointed out that there is a second set of keys in the case of needing to get into the workshop in an emergency or the keys being lost and these are securely held at the club and only ML, TR & NF have access.

JM – Wanted to have a plan of where the moorings are and who uses them.

TR reported that he now has a drone photograph of the moorings that he will print up to A3 size and let him have it to assist.

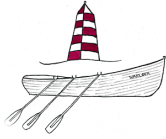
PE – Asked if he could access the wharf from the EDF side in order that he can repair his mast fitting that were damaged when his boat was craned in on 1st April.

Action: TR to speak to Jamie Jameson to obtain permission.

ML/NF – Request permission to research for a safety boat for the club.

Action: ML/NF to make provisional enquiries and report back to committee.

TR – Thanked Mark Lowther for making the two new large picnic tables that arrived today. Mark was only reimbursed for the materials and not his labour. The two tables cost approx. £700 in materials and transport.



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These tables are for the use of all members and are excellent quality.

Meeting closed 20:36

Next meeting Tuesday 3rd May 2022 at 7pm at the Club.