



THE ROYAL PERTH YACHT CLUB OF WA (INC)

**MINUTES OF THE GENERAL COMMITTEE MEETING
HELD 1830 ON TUESDAY 16 APRIL 2024.**

1. CHAIR:

Commodore Hornbuckle occupied the Chair and declared the meeting open at 1830.

2. PRESENT:

Commodore J. Hornbuckle, Vice Commodore A. McAullay, Hon. Treasurer B. Wearn, Captain Power F. Laing, D. Hinton, B Fitzhardinge, R. Scharnell, General Manager R. Coate, Operations Manager E. Bradley.

3. APOLOGIES AND LEAVE OF ABSENCE:

Captain Sail A. Thomas, Captain Dinghies M. Jones, M. O'Loughlin

4. ACKNOWLEDGMENT OF COUNTRY.

The Commodore acknowledged the traditional owners, past, present, and emerging, of the land which the Club recreates on by paying respect to the Whadjuk people of the Noongar nation.

5. CONFLICTS OF INTEREST.

No conflicts of interest were declared.

6. PREVIOUS MINUTES:

The Minutes of the Special GC meeting, held on 5th March 2024 were approved.

7. BUSINESS ARISING:

Recent Circular Resolutions

- Match Racing Championships 2025/2026 – Approved
- Club funding GM attendance to present at the ICOYC Conference - Approved
- Updated Finance Agreement St George Bank - Approved

Strategic Business Arising

Orig Mtg Date		Item Requiring Action	Resp	Status	Due Date
May 22	2	Interactive GC and Management meetings	GM	Presentations from Management planned for the next couple of months around the 8th Capital Planning and Marina Industries Show that Gillian is attending. Operations Manager will continue to attend	Ongoing



				GC Meetings for minute taking	
May 22	4	Establish Standing Committee KPI's	GC	GM created new folder in Dropbox for KPI's for the committees Agreed that KPI's would be reviewed every 6 months but should be reviewed at each Standing Committee meeting.	May 24
Sept 23	13	I.T. Working Group	HT, GM	Northstar project has been deferred. Team will attend User group of twelve other Clubs.	ON HOLD
Oct 23	14	Review of Governance Manual	DH	WIP with David Hinton and GM. Standing Charters have been progressed	May 24
Nov 23	16	Pen Fee Deposits now non-refundable	GM	There has been minimal pushback from Members about the change.	Complete
Nov 23	35	E7 Costings	GM	GM and BOM to prepare a one-page document on the use of Elliots. Update usage form focuses on whether they are available for rent for racing. GM and BOM to review whether the Club is meeting the original objectives set for the use of the Elliots Regatta committee to discuss whether there is a need for KPI's for the Elliots.	May 24
Dec 24	37	Bylaw to empower GC to remove Boats	GM	Remove from BA and deal with on a case-by-case basis. To allow derelict and unseaworthy boats to be removed by the Club.	COMPLETE
June 23	38	Challenger Annexe Strategy	RS/Cpt Sail/GM	Waiting for Marina and Hardstand Subcommittee formation. Gary Griffiths and a number of engineers have expressed interest in joining the committee.	May 24

General Business Arising

Orig Mtg Date		Item Requiring Action	Resp	Status	Due Date
Dec 23	27	Safety Induction for Members and Contractors	GM	Contractors Induction complete Members online checklist WIP	May 24
Mar 24	28	SMS Capability	BF, GM	Have a system in place now, costs 0.042 cents per SMS. Will be used to advise	COMPLETE



				members about bad weather/major issues. Hopefully BF can write something more economical	
Jan 24	29	E&F Jetty Power Cables	GM, OM	Shamrock Electrics was assigned as electrical contractor. OM to engage the electrical engineer as "Owners Representative" to ensure work is completed to spec. Final payment to be withheld pending Owners Representative sign off.	May 24

8. GENERAL MANAGER'S REPORT: GM

The GM summarised the report mentioning:

- Busy time for Boating Operations and Hospitality Operations
- An overview of financial performance noting negative variance to March budget by \$80k and projected cash flow at the end of May
- Baci Sinking
 - Have formed a review panel having reached out to all competitors and their crew. Australian Sailing will have input to the review.
 - Commodore congratulated the RPYC Team and Race Committee for the running of the Cape Naturaliste Race and the rescue and recovery of the Baci Crew. Thanks to Travis for driving down to Mandurah to collect the crew.
- Water leak discovered after an audit by the Water Corp. we are losing water at a rate of
- 39 litres per minute. We are undertaking area shut offs to locate the leak.
- The Club is installing two electric vehicle chargers which Porsche are providing free of charge.
- Standing Committee Charters
 - Finance and Risk Committee endorsed the Committee Charter document.
 - After some discussion it was decided that:
 - Standing Committees are those that report directly to General Committee
 - Marina and Hardstand Committee is to be chaired by a Member of the General Committee and will report to Finance and Risk Committee
 - Membership Committee will report to House Committee
 - Race Sail, Power and OTB Committees are to be included in the Committee Charter Document

ACTION: GM

- Budgeting Preparation
 - Updated budget has been issued to Finance and Risk for review.
- Boating Operations Data
 - Commodore would like to see data around sailing participation by gender to show at the AGM. Ben Fitzhardinge can assist with any IT related issues.

ACTION: GM/BOM

- Saturday Sailing Participation
 - Saturday sailing has had low participation.
 - Travis has had discussions with other Clubs about combined racing with other Clubs



(SoPYC, RFBYC, EFYC etc), or combining divisions.

9. FINANCE COMMITTEE: Hon. Treasurer

a. Minutes from the Finance Committee meeting held on 18th March 2024.

- Noted without comment.

b. Cash Flow Forecast

- The various breakdowns and repair projects that have arisen this year have consumed quite a bit of our capital. The capital contribution has assisted in this greatly.
- HT has asked GM and Financial Controller to collate the actual cost of a pen to provide information to the Marina and Hardstand Committee
- The Club's infrastructure will need significant investment over the upcoming years. The 10-year capital expenditure plan has been drafted.

c. Budget

- The budget has been drafted which includes an 8% increase to Pen Fees and Membership Subscriptions
- HT has requested some sensitivity analysis to be done on percentage increases

d. Other Items

- A Club Member has made a request for virtual attendance at the AGM.
 - There were some concerns about defining what 'attendance' meant regarding voting and the security around that process.
 - After some discussion, The commodore proposed that the Club would organise for live streaming for the 2024 AGM where Members could view the AGM but would not be counted as attending and could not vote. The resolution was passed.
 - GM to provide a Q&A Sheet for distribution to Members.
 - Committee will consider moving to a virtual or postal voting system for the 2025 AGM.

ACTION: GM

10. REGATTA COMMITTEE: Vice Commodore

a. Minutes from the meeting held on the 2nd April 2024.

Noted without comment.

b. Any matters not discussed that need to be raised.

- Geographe Bay Race Week 2025
 - Discussions about the Elliott 7's being included in GBRW.
 - Boating Office is putting together a draft budget and proposal for consideration. Trevor Milton has offered to drive the Elliotts down two to a trailer and GBRW are intending to find a sponsor to cover the fuel costs. RPYC would have to de-rig and then rig them in Busselton.
 - Boats would be available to hire for competing in the Regatta.
 - Will be good to raise the RPYC profile at the event.
- Fremantle Sailing Club would like to charter the Elliotts for Women's Match Racing Event



- Regatta Committee KPI's are available for review and comment by General Committee.
- Junior Sailors have been invited to go to Japan again.
- Club Member Addison Heatley has been selected for the ILCA 4 Worlds.

ACTION – GM

11. HOUSE COMMITTEE: Rear Commodore

- a. Meeting planned for 23rd April 2024.**
- b. Any matters not discussed that need to be raised.**
 - RC would like to change the structure of House Committee, will put together a document for Committee review.

ACTION - RS

11.1 Membership Subcommittee: MOL

Nothing to be reported.

11.2 Marina and Hardstand Subcommittee

- BF will join the Committee with RC

11.3 Membership Ballot

The ballot was passed.

12. GENERAL BUSINESS:

a. Any other General Business

- **By-Laws**
 - Section 5, Appendix C, Clause C2.1 - DH requests that the wording in be reworded to "Lines to be spliced at both ends" rather than "either end".
 - Section 4, Clause 4.1.11 – DH requests that the wording be changed from "permanent" to define the number of days.
 - Section 4, Clause 4.3.8 – After some discussion it was decided that this clause be revised to say, "Major works, for example, repairs, painting, treatment or refitting of a yacht may only take place in the designated hardstand area."
- **Declining Membership Numbers**
 - DH would like for Finance and Risk Committee to do an analysis of the age of Members and the distribution of age across the Membership and the increase of Membership fees.
 - Activities will need to be diversified rather than relying on just Keelboat racing. Other Clubs have moved into Dragon Boats, scuba diving etc.
- **KPI Spreadsheet**
 - This document is to be populated over time and has been formatted not by committee but by areas relating to the Club's Strategic Plan. Committee Members should populate all areas regardless of the responsibilities of their Standing Committees.



b. Leave of absence requests

- Fiona Liang – 22/08/24 – 26/08/24
- Rob Scharnell – Month of May
- Alan Thomas – July and August (exact dates TBC)

13. CLOSE

14. NEXT MEETING : 1830 TUESDAY 21st MAY 2024

Dress – #4 Winter Uniform - whites with blue epaulets.

Dinner will be served in the Wardroom at 1800

Commodore

Janet Hornbuckle