



THE ROYAL PERTH YACHT CLUB OF WA (INC)
MINUTES OF THE GENERAL COMMITTEE MEETING
HELD 1830 ON TUESDAY 21 MAY 2024.

1. CHAIR:

Commodore Hornbuckle occupied the Chair and declared the meeting open at 1840.

PRESENT:

Commodore J. Hornbuckle, Vice Commodore A. McAullay, Hon. Treasurer B. Wearn, Captain Power F. Laing, Captain Dinghies M. Jones, D. Hinton, B Fitzhardinge, M. O'Loughlin, General Manager R. Coate, Operations Manager E. Bradley.

2. APOLOGIES AND LEAVE OF ABSENCE:

Rear Commodore R. Scharnell, Captain Sail A. Thomas.

3. 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.

4. DECLARATION OF INTEREST.

No conflicts of interest were declared.

5. PREVIOUS MINUTES:

The Minutes of the Special GC meeting, held on 16th April 2024, were approved with the following amendments:

8. General Manager Report

Standing Committee Charters:

- *The Governance Manual and Bylaws will need to be updated to reflect this structure.*

8. General Manager Report

(d) There was further discussion around virtual, proxy, and/or postal voting system for the election of officers to the club. The Committee will consider moving to a virtual or postal NOT proxy voting system for the 2025 AGM.

6. BUSINESS ARISING:

Recent Circular Resolutions

None



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 GC Meetings for minute taking	Ongoing
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. House Committee KPI's are WIP for GM and Rear Commodore. The Financial Controller has done a great summary for Finance and Risk, GM will look to duplicate for other Committees.	July 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 completed	June 24
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. Paper on Elliot Usage has been uploaded to the Dropbox.	Complete
June 23	38	Challenger Annexe Strategy	RS/Cpt Sail/GM	Waiting for Marina and Hardstand Subcommittee formation. CDR Gary Griffiths and several engineers have expressed interest in joining the committee.	June 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 Cable gate installation is recommended at the Boat Yard after Risk assessments, near misses and insurance advice.	June 2024
Jan 24	29	E&F Jetty Power Cables	GM, OM	Electrical Engineer appointed as Owners Representative. Shamrock Electricians appointed as electrician. Cable trays and cables are on order with work expecting to commence on 3/06/24. Final payment is contingent of EE signoff.	July 24

7. GENERAL MANAGER'S REPORT: GM

The GM summarised the report mentioning:

- Neil and Louise have committed to producing the monthly financials within 3 business days of the end of the month. This will include an updated P&L and Cash Flow Forecast. Previously cash flow forecasts were not being updated monthly.
- We have engaged a leak detection firm to assist with locating the water leak using trace gas.
- Budget has been reviewed and adopted by the Finance and Risk Committee
- GM's KPI's have been updated for Committee review.
- Baci review is still WIP.
- **Safety & Risk**
 - We have updated the Club's insurance policies for the coming year.
- **EV charger by Porsche**
 - The Porsche agreement has been signed. Porsche will supply the units and The Club will pay the install costs.
- **Finance**
 - April finished with a loss of \$55k on budgeted loss of 115k.
 - There was some discussion about when a Town Hall should be held prior to the AGM. This has been tabled for a later discussion.

8. FINANCE COMMITTEE: Hon. Treasurer

- **Minutes from the meeting held on the 20th April 2024.**

Noted without comment.

- **April Financial Results**

- As GM said, the Club's finished with a loss of \$55k, Hospitality and Boatlifter underperformed.
- The total spend for the Hoedown equaled the budget for the previously held Closing Day and Anzac Day budgets.



- There is much more transparency in the budgeting process, budgets and cap ex plan have been put together with senior management.
- Capital expenditure projects are front loaded for the next financial year, with the electrical cable replacement for E and F Jetty, A and B Jetty door motors need replacing, and the Clubhouse roof needs repair. Cashflow forecasts indicate that if we don't receive funds from the Bay Marine deal we should not dip into overdraft, notwithstanding any other 'black swan' events. The Club will still be able to service the two \$250k loan repayments.
- There was some discussion about referring to the upcoming jetty cable project as 'electrical work for the Marina', rather than 'E and F Jetty cables. The Committee agreed.
- The Hon. Treasurer stated that it is prudent to extend the capital contribution into the next financial year despite it originally being a one-year arrangement. Unforeseen maintenance matters have consumed the 2023/2024 capital contribution revenue. There were several discussion points:
 - Should Membership fees be increased more to negate the necessity for the capital contribution. It was decided that there would not be an appetite for an increase to fees above the proposed 8%.
 - It was agreed that it is important for the Members to have transparency around what the capital contribution funds within the Club rather than disappearing as consolidated revenue.
 - There was discussion around the best message to the Members about the extension of the capital contribution and it was agreed that it would be in effect 'for the foreseeable future.'
 - The Club has no real borrowing power until the current debt is paid down.
- Commodore requested a paper to outline the costs vs revenue for pens. Cost calculation should include water, electricity, rent, depreciation etc.

ACTION: GM / FC

○ **Cash Flow Forecast**

- The Committee reviewed the P&L for the Hoedown Party and requested that the event budget be included in the P&L for reference.

ACTION: OM

- The 2024-25 budget is noted and accepted by the General Committee. The Committee thanks the Club Management and Finance and Risk Committee for their work.

9. REGATTA COMMITTEE: Vice Commodore

a. Minutes from the meeting held on the 14th May 2024.

Noted without comment.

b. The Vice Commodore updated the Committee:

- Elliot 7 user agreement which was based on the forms from the CYCA and Newcastle Cruising Club's usage forms for their fleets and are there to prevent negligent use. Regatta Committee agrees that two agreements are required: one for training fleets under the instruction of RPYC Coaches and another one for racing, regatta, and boat on boat programs. Boating Operations will draft up these



documents.

- The GM met with DBCA earlier today about the sand build up at MBSC. No outcome was decided.
- A Member Protection Officer is required at the Club, particularly in the OTB section. This will be a focus for the Committee.
- Red book has been finalised.
- The Hoedown party was a great event and well attended. There was a disappointing turn out from sailing, potentially due to a busy sailing week. Next years' function has been scheduled for a less crowded week.
- Time Trialling information night was very well received.
- Commodore requested that information be published on which Time Trialling events require RPYC checkpoint volunteers. This information should have been released earlier and should go to all Members for assistance.

ACTION: GM

- Offshore Racing has fewer events in the calendar for next year. The Club has managed to retain the Cape Naturaliste and Island Race next season. Island Race will be held in November 2024.
- OTB Presentation Night went well and was well received with attendance at 85 pax. Thanks to the Food and Beverage and Boating Operations Teams for their work.
- There will be more combined racing with OTB next year along with no racing on NYC, MBSC and PDSC Opening Days to promote Inter-Club Racing.
- Miniseries will incorporate the Festival of Sail on Saturday and on Sunday racing will be on 3-4 courses out of Melville Water. Presentations will be held at MBSC.
- OTB now have pre-payment for training blocks and are moving to a boat leasing program with 11 boats currently leased.
- Premo will be putting together a Youth Forum over winter. Australian Sailing have been asked to get involved also. Many Clubs reporting similar issues with reduction of participation.
- Commodore mentioned that the non-youth should be assessed too about what they want for Club Racing. For example, Saturday Racing is too long, and this is impacting participation.
- Parasailing Hansa States will be included in Miniseries in 2025. Hansa's have also been invited to attend our Club Frostbites.
- Women's Squad's next event is the Women's Keelboat Championships in the Elliot 7's.
- Youth Training Camp in early July
- We have signed the agreement for the Australian Match Racing Championships for 2025- 2027 to be held at RPYC.
- FSC are looking at chartering the Elliot 7's for the Australian Women's Match Racing Championships 2025 and 2026.
- RPYC and RFBYC are expressing a joint interest in hosting the Warren Jones Regatta using the Elliot 7's not the BW36's from SRS.
- Vice Commodore noted the low turn out for the upcoming Keelboat Prize Night. With no bookings



from the Farr's, the Endeavor's, the S80's and only 2 GC Members attending. There was some discussion about changing the format of the prize night, maybe combining prize night for Wednesday and Saturday Sailing.

10. HOUSE COMMITTEE: Rear Commodore

- a) In the absence of the Rear Commodore, GM updated committee on House committee business.
- Club Marketing is being undertaken in a more structured and planned manner by Angela and Dana, under the supervision of the OM.
 - Sponsorship and Corporate Membership needs driving with more focus but has not had a lot of interest so far.
 - There will be a focus on adding value to Members as well as actively promoting and recruiting membership, with new initiatives such as wine fair, external functions, wedding fair, networking nights etc.
 - BF asked about being able to subscribe to/ download the online social and sailing calendar. OM to investigate with Neil.

ACTION: OM

10.1 Membership Subcommittee: MOL

Nothing to report.

The next New Members night will be on Thursday 20 June. The Commodore requested that all GC members make a concerted effort to attend.

a. Membership Ballot

The ballot was passed.

10.2 Pen and Hardstand Sub Committee

11. GENERAL BUSINESS:

a. Any other General Business

- a. JH – Australian sailing summit is being held at RPYC this year. Vice Commodore, MO, and BF will be in attendance along with the GM and Boating Ops Team. It was noted that the Club has extended some discounts to Australian Sailing to fit within their budget.
- b. GM mentioned that the Yacht Club Managers are meeting with Australian Sailing prior to the Summit. They will ask for AS to commission a new 'GEMBA' Report and to get an understanding of AS Marketing and its value to the Clubs.

12. IN CAMERA SESSION

13. CLOSE



14. NEXT MEETING : 1830 TUESDAY 25th JUNE 2024

Dress – #3 winter Uniform - whites with blue epaulets

Dinner will be served in the Wardroom at 1800

Commodore

Janet Hornbuckle