



Royal Brighton Yacht Club

The Sailors' Club

GENERAL COMMITTEE MINUTES

Monday 23rd November, 6PM Committee Room

- **PRESENT:** Peter Strain, Cath Hurley, Paul Jenkins, Kalpana Merrett, Murray Cowdell, Jim Leckey, Peter Demura, Marnie Irving, Peter Coleman, Brett Heath
- **APOLOGIES:** John Mooney
- **PREVIOUS MINUTES: as attached**
 - Sailing Committee addressed requests from Phil Bedlington
 - Resolved all but one letter to members with outstanding accounts. Roger Jepson has been engaged. Ongoing

Moved: Peter Strain

Seconded: Paul Jenkins

CARRIED

- **CORRESPONDENCE: as attached**
 - Response to Phil Bedlington
 - Breakwater Scaffold quote and design
No response from Parks yet. Not going to be allowed to walk on 1938 section. Telstra has the same problem. Peter Strain and John Mooney met with Nina Taylor MP to express vital need for access for Etchells Worlds.
 - Hebe Haven Yacht Club reply
Acknowledgment to become reciprocal club sent to Hebe Haven along with Club brochure and Club Burgee. Countersigned agreement received.
- **HEALTH and SAFETY – Jim Leckey to make comment**
 - Injuries and Incidents
 - OHS Report: as attached
EGC Environment, Governance and XXX

Jim Leckey believes this report should be added to the agenda every month to highlight to members that detailed reporting is undertaken by club as to areas of OHS and that it is forefront of GC Committee and Club as a whole.

- **FINANCE REPORT: taken as read**
 - New member – Keith Badger, chartered accountant. Kim Barnard has resigned.
 - On Friday Club repaid \$70k of statutory debt and will enter into usual payment plan to pay the remainder of the balance. OnTap on behalf of the club will also seek that any interest charged is waived. Payment plan ensures steady cash flow each month for club after main incoming receipts have been received.
 - Good month for October given the circumstances. Employment costs are falling, improvement in debtors. \$35k boost from Government for government allowances.



Royal Brighton Yacht Club

The Sailors' Club

Moved: Peter Demura

Seconded: Peter Strain

CARRIED

- **GENERAL MANAGER'S REPORT: taken as read**
 - Exit interview to be completed for all departing full time and part time staff.

- **BOATING MANAGER'S REPORT: taken as read**
 - George Mac and Sail Melbourne to proceed and organisers will run as per COVID safe guidelines.
 - Tower access remains a problem
 - Sandringham have provided access to their crane for Etchells and Dragons. Phil has been inducted into its usage.
 - Marina occupancy has improved. General feeling is that people are staying closer to home.
 - Good number of kids coming back on a Sunday. Francesco has said that phone is ringing with lots of interest.

- **SAILING MINUTES: TAKEN AS READ**
 - **CLUB CAPTAIN'S REPORT:**
 - Straight back into aggregate racing as of Wednesday.
 - Spinnakers now allowed
 - No crew limits
 - Festival of Sails has been cancelled but there has been a passage race put on in its place - it will have limited numbers
 - Cock of the Bay will proceed
 - 41 entrants into George Mac already. Predicting over 100 boats. Keel boats to depart at 1030am on a passage race.

 - **RESCUE BOAT REPORT: taken as read**
 - Engine lift for Harry T cannot be fixed at present as parts cannot be sourced.
 - Murray Cowdell to provide more documentation for Peter Reid by next meeting.
 - RB9 is going to need replacement in next 2-3 years.
 - Replacement schedule is being composed
 - Covers to be put on each time the boat is used. Responsibility is of the person using the boat. Replacement covers to be purchased.
 - Two small RHIB's as approved to be sold when market suitable.

- **MEMBERSHIP REPORTS: taken as read**
 - Membership is buoyant.
 - Kylie Steward and Tim Boucaut to join membership group.



Royal Brighton Yacht Club

The Sailors' Club

- Need to focus on membership engagement.
- Urgently need membership meeting to develop ideas for members.
- Variety of people showing interest in becoming members. Staying closer to home.
- New membership application "taken in committee"
- Proposed new members in the newsletter is recommended to continue.
- Proposed new members name listed in minutes
- Membership committee to be more active again now that restrictions are easing.
- Consideration need to be given to caps or limits of non-sailing membership.

- o **Invoices and receipts: taken as read**

- **CATERING REPORTS: Future reporting analysis. Breakdown turnover, Wages, Margin.**
 - Restaurant
 - Functions
 - Members' Bar
- **CRUISING GROUP MINUTES: taken as read**
 - 6 boats attended the Melb Cup long weekend Cruise to Docklands
 - Cruising dinner held at the Club last Friday. Great for everyone to catch up
 - 4th December – information night for Bass Strait cruise
 - 12th December – hardstand Christmas party
 - 12 boats registered for next end of month cruise to Port Arlington.

Moved: Paul Jenkins

Seconded: Peter Strain

CARRIED

- **AUXILIARY REPORT: taken as read**
 - Transition work is in progress – sustainability and member engagement
 - Planning to continue Clean Regatta program for the George Mac.
 - Working towards "Terms of Reference" in New Year period. It is important to recognise the work that has been done by Auxiliary in years previously.
 - Buoyed Up program on hold and further thought will be given as to how the money can be used to best benefit recipients.

Moved: Kalpana Merrett

Seconded: Cath Hurley

CARRIED

- **ICEBERGER REPORT: NIL**
 - BBQ on Sunday 29th November.
- **IDAG MINUTES: NIL**
 - Kalpana Merrett has handed over the chairperson role to Niejse Hees. Formal report will be tabled next General Committee meeting once IDAG meeting has been held.



Royal Brighton Yacht Club

The Sailors' Club

▪ GENERAL BUSINESS:

- **By-Laws update**
 - Recommendation to accept proposed changes. Remove reference to Slipway.
 - Clean and proposed final version to be circulated to General Committee.
Latest version put on club website

 - **Seabin update**
 - Jim previously circulated results of his research and unfortunately not viable longer term. Money could be better spent purchasing scoops to use for rubbish.

 - **Strategic Planning**

 - Brief discussion on Organisation Chart for further development. Professional staff verses volunteer support for Club's operations. Important to document where the Club is now and where to in the future, so as to establish the strategies and actions needed to achieve the goals. To that end PS to circulate a provisional SWOT analysis for discussion next meeting. Ongoing.
 - **Provisional Maintenance List- update.**
 - Items are being ticked off
 - Priority member gate repairs. Hannah to follow up.

 - **Presentation Night – discussed below.**

 - **Opening Day – proposed Sunday 20 December**
 - Reasoning behind Sunday – to get the involvement of the younger OTB members who sail on a Sunday. 12th December Cruising have an event and 5/6th George Mac.
 - Hannah suggested that an “all in one go” event to celebrated all the events of 2020 but also say goodbye and look forward to 2021.
 - “Say goodbye to 2020!” theme
 - Opening Day – formal and non formal section. Multi event day to include presentation of key sailing awards and festive season celebrations.
 - Letter to Cerberus to be sent promptly to invite patron.
 - Letter to invite MPs supportive of club and the repair of pair.
 - Pared back invite list due to capacity requirements.

 - **Murray Cowdell**
1. Frozen meals – asked if any meals left. Hannah informed General Committee this would be donated to our older members if they would like or to those charities in need.



Royal Brighton Yacht Club

The Sailors' Club

2. Officer of the Day – General Committee recommended that a job description needs to be found and reviewed prior to making a decision. The role has changed now that full time staff are in the main onsite at all times.
3. Staff parking on race days – raised that staff not park in the carpark on race days (Wednesday, Saturday and Sundays) to allow room for members. Staff members closing the venue to be allowed to park onsite due to safety. Peter Strain to vacate his spot on Saturdays as he cycles to the club. Hannah volunteered to give up GM spot and will park in the street. Agreement to purchase 2-3 Bayside Parking stickers for race officers where required.
 - **Brett Heath**
 - Asked that a BBQ put on members' balcony. Hannah to action.

MEETING CLOSED: 8.45pm

NEXT MEETING:

6pm Monday 21 December



Royal Brighton Yacht Club

The Sailors' Club

GENERAL COMMITTEE AGENDA

Monday 23rd November, 6PM Bayview or Members' Bar

- **PRESENT:**
- **APOLOGIES:**
- **PREVIOUS MINUTES:** as attached
- **CORRESPONDENCE:** as attached
 - Response to Phil Bedlington
 - Breakwater Scaffold quote and design
 - Hebe Haven Yacht Club reply
 - Letters re: Ms R Oakley membership application
- **HEALTH and SAFETY – Jim Leckey to make comment**
 - Injuries and Incidents
 - OHS Report: as attached
- **FINANCE REPORT:** to follow
- **GENERAL MANAGER'S REPORT:** as attached
- **BOATING MANAGER'S REPORT:** as attached
- **SAILING MINUTES: TAKEN AS READ**
 - **CLUB CAPTAIN'S REPORT:**
 - **RESCUE BOAT REPORT:** as attached
- **MEMBERSHIP REPORTS:** as attached
 - **Invoices and receipts:** as attached
- **CATERING REPORTS:**
 - Restaurant
 - Functions
 - Members' Bar
- **CRUISING GROUP MINUTES:** as attached
- **AUXILIARY REPORT:** as attached
- **ICEBERGER REPORT:** NIL



Royal Brighton Yacht Club

The Sailors' Club

- IDAG MINUTES: NIL
- GENERAL BUSINESS:
 - By-Laws update
 - Seabin update
 - Strategic Planning
 - Provisional Maintenance List- update.
 - Presentation Night
 - Opening Day – proposed Sunday 20 December

MEETING CLOSED:

NEXT MEETING:

Monday 23 November



Royal Brighton Yacht Club

The Sailors' Club

GENERAL COMMITTEE MINUTES

Monday 26th October, 7PM Via Zoom

- **PRESENT:**
Peter Strain, Jim Leckey, John Mooney, Marnie Irving, Paul Jenkins, Cath Hurley, Murray Cowdell, Brett Heath, Peter Coleman, Kalpana Merritt, Peter Demura

- **APOLOGIES: NIL**

- **PREVIOUS MINUTES: as attached**

1. Reciprocal rights – Hebe Haven YC

John contacted two long time sailing friends regarding the YC. Both highly recommended the club and would believe it would be a good reciprocal club for RBYC to add to its list. John has also sailed out of the club but as it hasn't been for many years wanted to seek more recent opinions.

To make contact with Hebe Haven YC and accept their invitation to become a reciprocal club of RBYC.

MOVED: John Mooney

SECONDED: Murray Cowdell

CARRIED

Action: Peter Strain to respond with Hebe Haven and send the Club burgee

2. **Loan interest only** – has been accepted by BOM and forms completed
3. **IT communications** – working group has been set up (Brett Heath, Hannah Catchpole, Francesco Battaglini, Delma Dunoon and Karen McCluskey)
TV in restaurant has been fixed and Peter Strain has been working with Francesco to create footage of the various club groups to promote the benefits of RBYC membership. Etchells and Icebergers footage to come. Peter has also asked Michael Conlon to help film something regarding the gym. Premier Yachting and K2 Health have also been approached.

MOVED: Peter Strain

SECONDED: Paul Jenkins

CARRIED

- **CORRESPONDENCE: as attached**

1. Phil Bedlington letter 28-9-20

Action: Peter Strain to respond to Phil Bedlington and the suggestions will be raised within the Cruising Group.

2. Letter to Treasury

- **FINANCE REPORT: TAKEN AS READ**

1. Not eligible for Jobkeeper 2.0 as previously communicated to GC and members. From a budgeting point of view however it wasn't included in budget due to the



Royal Brighton Yacht Club

The Sailors' Club

uncertainty of the program continuing when budget was set. Club should be eligible for next quarter jobkeeper 3.0.

2. Finance Committee met prior to this meeting to look at budget for remainder of year.

In original budget it was forecast for a \$530k deficit, now forecast for a \$470k deficit. As the budget however still includes large function revenue which is highly uncertain due to Covid restrictions the forecast result will need further review.

3. Offsetting the change in revenue is the 3rd round of jobkeeper which was not entered into the budget when it was set. Estimates put that at approximately \$150k.
4. Loan repayments deferred to January - \$130k saved/delayed.
5. Activity needs to resume as quickly as possible.
6. Revised cashflow forecasts for the financial year, tight but survivable. Will be improved with Jobkeeper 3.0 and if some significant return of function income.

MOVED: Peter Demura

SECONDED: Jim Leckey

CARRIED

▪ **GENERAL MANAGER'S REPORT: TAKEN AS READ**

1. Hannah updated GC regarding staff
2. Provided update with no?? easing of restrictions and planned communication to members.

MOVED: Peter Strain

SECONDED: Paul Jenkins

CARRIED

▪ **BOATING MANAGER'S REPORT: TAKEN AS READ**

1. Undercroft

There are continued issues with boat, kayak etc storage in the undercroft area. It does remain a work in progress and CC will work with Sailing office and Sailing/OTB Committees. It will require some money to be spent to make the storage area more usable. Unfortunately at present boats, kayaks etc get moved out of their allocated spaces.

▪ **SAILING MINUTES: TAKEN AS READ**

1. Range series moved to 2021
2. Discussed kiteboarding – working with Parks and Water police. Need to incorporate with Icebergers.

- **CLUB CAPTAIN'S REPORT: as above**



Royal Brighton Yacht Club

The Sailors' Club

1. Sailing Committee to meet Tuesday night to discuss the easing of restrictions and the way forward. At present SC is planning Wednesday 28th night ("come and join" us 6.15pm) and Saturday Artemis pursuit.
 2. Sailing Covid safe plan will be in place and communicated in Sailing Instructions.
 3. Aim is to return to sailing following week in line with sailing calendar with obvious COVID restrictions.
 4. Carry over from last season man overboard drill initially.
 5. Man overboard drills for this season to be lodged with safety declarations this season.
- **RESCUE BOAT REPORT: TAKEN AS READ**
No changes to be made at present until further discussions have been had and engine hours noted however the intention is to sell those RHIB's with minimal or no hours used.

Action: Report to be circulated to Sailing Committee and OTB Committee by Murray Cowdell.

MEMBERSHIP REPORTS: as attached

1. Cath to meet with Kylie to put reports in format the membership group would prefer.
2. As currently new proposed members have not been able to be put on the notice board in Members' Bar due to COVID restrictions these will be advertised in the club newsletter. This has been recommended to continue once restrictions allow – along with still displaying in the Members' Bar.
3. Cath Hurley to call recent new members to welcome.

Action: Peter Strain/ Cath Hurley to speak to Icebergers about potential swimmers who wear wetsuits becoming swimming members but not Icebergers

- **Invoices and receipts: as attached**

MOVED: Cath Hurley

SECONDED: Paul Jenkins

CARRIED

- **CRUISING GROUP MINUTES: as attached**

1. Hoping CG can organise some sort of cruise for Melbourne Cup Weekend if easing of restrictions allow.

The Docklands Team are meeting Tuesday to discuss COVID restrictions and ability for boats to berth there temporarily. Docklands chosen as location as the 25kms rule is still in effect and will enable a higher proportion of people to participate.



Royal Brighton Yacht Club

The Sailors' Club

MOVED: Paul Jenkins **SECONDED:** Peter Strain **CARRIED**

▪ **AUXILIARY REPORT: TAKEN AS READ**

1. Met on Monday 25 October to discuss about repositioning of group within the club.
2. Completed GAP analysis. Area of interest about fitting in within local community and sustainability and create best practice. Remains work in progress.
3. Susie Strain contacted other clubs to see if they have similar groups to Auxiliary. They do, most around fundraising and member engagement.
4. Auxiliary Committee is keen to work with the Membership Committee on activities to welcome back the members as the club reopens. There needs to be a strong focus throughout the year on member engagement.

MOVED: Kalpana Merrett **SECONDED:** Peter Demura **CARRIED**

▪ **ICEBERGER REPORT: TAKEN AS READ**

▪ **IDAG MINUTES: NIL**

The IDAG committee wish to propose that Lallie Lecky is added to the IDAG committee as the Junior representative.

MOVED: Kalpana Merrett **SECONDED:** Peter Strain **CARRIED**

▪ **GENERAL BUSINESS:**

- **Reciprocal rights – Hebe Haven YC** as covered above
- **Jobkeeper 2.0**
Peter Demura wished to thank Peter Strain for his work
- **General Committee Meeting time**
Agreed to trial for 3 months with a 6:00pm start time. It was highlighted that each committee sets their own meeting time – it is not locked in stone forever.
- **Volunteers – carried over**
- **Club merchandise – ladies' scarves**
Previously canvassed. Wasn't the interest amongst those asked.
Costs and quantity – Hannah to research

Action: Hannah to research costs and ordering quantities.

- **Parks Meeting Questions**
John Mooney and Peter Strain met with Nina Taylor MP.



Royal Brighton Yacht Club

The Sailors' Club

Discussed the possibility of support from the Government for the dredging of the public boating channel east side of the marina and requested follow up from the Club's letter to Minister Horne and discussions with Parks Victoria. Highlighted that Parks had paid for Sandringham Harbour's dredging.

RBVC will be hosting World Etchells in 2024.

Requested longer term planning for the repair of the 1938 section of the breakwater/pier to restore access to the start tower/Telstra tower. Also for the planned Etchell World's Summer 2024. Noted that the repair of the 1938 section was planned previously for Winter 2018 and had not been done due to funding.

Nina asked for all the information to be sent to her which Peter Strain has done and she indicated she would liaise with Minister Horne in relation to dredging and the repair of the 1938 section.

Repair for the pier information

1st stage – piles and cross heads, end November early December. Pedestrian access will remain for most of the time. The Club believes a contractor selected from panel of 5 preferred contractors.

2nd stage – April 2021. Replacement of 45 surface concrete slabs.

- **What more can we do to repay members and boat owners loyalty?**
Free coaching session for boat owners, sailing skills or boat handling for power boats.

Saturday afternoon Keel boat – coaching session.

Action: Hannah and Brett to action with Sailing office

- **By-Laws update**
 1. Recommendation to reconvene next meeting after digested suggested changes.
 2. The availability of member cards was raised and Hannah indicated that members are able to be provided with one upon request. Over the years there has been a declined level of members wishing to be given a card and in a further attempt to reduce costs and wastage the automatic production of cards was ceased.
- **Thomas Trotman Seabin request.**



Royal Brighton Yacht Club

The Sailors' Club

1. Jim Leckey is investigating further and will be making contact with Sandringham YC regarding their Seabins and the commitments involved.
 2. Jim will report back to GC and Tom by the end of the week so that he can progress on this fundraising campaign. Tom is seeking support of RBYC through advertising and providing rescue boat support during the event.
- **Manning the Parks Pier gate race days. RE Induction and Club membership.**
 1. Induction for pier access will be sent to all crew members so that the Club remains compliant with Parks Victoria.
 2. Recommendation is that gate needs to be manned on Wednesdays and Saturdays by GC and staff to ensure that competitors have a day pass or are members of the club and have completed induction.
 - **Brighton Harbour 5 knot zone.** Discussed above by Club Captain.
 - **Maintenance Projects list review**
 1. New ladders have now been installed on the pier.
 2. Flags – new flags have been installed at the back of the club. 4 new flags are to be installed on the roadside. Brendan is going to get assistance from Peter Coleman.
 3. Witt Marine have replaced another 13 through rods on the attenuator and re-welded the I beam. Over half the attenuator now tightened and strengthened. More work soon to be done to further secure the attenuator.
 4. Hardstand gate not functioning and in need of de-rusting and repainting high priority and urgently needed.
 5. Solar panel rebate has improved from the Federal Government. Peter Strain is going to seek further clarification and make contact with our supplier.
 6. Should GC note other areas that need repair/maintenance around the club they are to contact Phil Hall or Hannah Catchpole in the first instance, please add to the current list.
 - **Presentation Night**

Hannah to look at dates late November. Preference is to have in person rather than online.
 - **Opening Day**

Brett, Hannah and Phil to look at potential dates in late November/ earlier December.
 - **Meeting with Nina Taylor MP – as above**
 - **Tower access** – Getting quote for a scaffold staircase with landing platform at bottom fixed to rocks at bottom and breakwater at the top. Designed to allow for



Royal Brighton Yacht Club

The Sailors' Club

tidal movement, access by boat. Jim to draft options to be submitted to Parks Victoria for approval.

MEETING CLOSED: 9.20PM NEXT MEETING: Monday 23 November



Royal Brighton Yacht Club

The Sailors' Club

Phil Bedlington

27th October 2020

Dear Phil

Your letter of the 28th September was tabled at the General Committee meeting last night and was unanimously supported in your endeavour to support and boost keelboat Club participation and racing. New Cruising Chair will also raise your letter with the Cruising Group. As you are probably aware from Sailing Committee the Club calendar now includes more passage races which hopefully will be more attractive for Cruising Sailors to participate. It should be noted that many cruising sailors are actually actively involved in racing by crewing on other boats. Probably more work needs to be done in developing available crew, so more skippers can race more of their own boats.

One significant decision was approved last night, that boat owner's keelboat and power boats should be offered two free hours of coaching with the Club's coach. Either with sailing, racing or boat handling skills. Thereby supporting our members who own boats and encouraging them toward more active participation in all forms of Club boating activities. Another suggestion was to create an award for racing/cruising member to also encourage Cruiser Members to join Club racing. To be discussed at the next Cruising meeting.

Please be assured that the objectives of the Club are well understood, and it is certainly our responsibility that we deliver on those objectives. The General Committee is definitely working to try and improve value for members, especially boat owners and will be judged on the success on achieving those goals. Thanks for taking the time for detailing your perspective and it is well respected your passion for the sport and the Club.

Yours Faithfully

A handwritten signature in black ink, appearing to read 'P Strain', with a long horizontal flourish extending to the right.

Peter Strain
Commodore Royal Brighton Yacht Club.

Hannah Catchpole

Subject: FW: Brighton Pier scaffold costs

From: Terry Hurley <t.hurley@bigpond.com>
Sent: Tuesday, 3 November 2020 4:53 PM
To: 'Peter Strain' <peter_strain@bigpond.com>
Subject: Brighton Pier scaffold costs

Good afternoon Peter,

Pricing to install a temporary stairway on the Brighton Pier east facing rock wall face.

Option 1 : To purchase all required scaffold and adjustable stairway: \$6,972.00 plus GST
The expensive item is the adjustable stairway. If this concept falls within your budget I will speak to the suppliers and see if there are any second hand stairway available from their hire fleet.

Option 2 To hire instead of purchase: \$337.50 per month plus GST

Installation cost for options 1 and 2 : \$2,540.00 plus GST

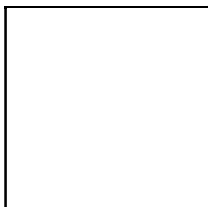
Delivery cost for both options: \$360.00 plus GST

The stairway would require anchor bolts to be installed to secure the equipment in place to enable scaffold to withstand all weather conditions. These bolts are included in quoted price.

Good luck with Parks,

Regards,

Terry Hurley
Manager
Scaffolding Solutions



This email has been checked for viruses by Avast antivirus software.
www.avast.com

Total Control Panel

[Login](#)

To: gm@rbyc.org.au [Remove](#) this sender from my allow list
From: peter_strain@bigpond.com

You received this message because the sender is on your allow list.

GENERAL NOTES

BASIS OF DESIGN

THIS DRAWING HAS BEEN PREPARED IN ACCORDANCE WITH THE RELEVANT AUSTRALIAN STANDARDS:

AS1170, AS1576.1, AS1576.1, AS1576.2, AS1576.3, AS1576.4, AS1576.5, AS1576.6, AS3610, AND 4576

1. ERECTING AND DISMANTLING WORK TO BE IN ACCORDANCE WITH WORKPLACE HEALTH AND SAFETY REGULATIONS AND CURRENT CODES OF PRACTICE.
2. THIS TEMPORARY WORKS LAYOUT PLAN IS A GUIDE ONLY AND OBTAINING DIMENSIONS BY SCALING FROM THIS PLAN IS NOT RECOMMENDED.
3. THE CONTRACTOR IS TO ENSURE:
 - 3.1. SUITABLE CLEARANCE IS AVAILABLE TO CONSTRUCT ACCESS WORKS ON SITE.
 - 3.2. TO THE BEST OF THEIR ABILITY THAT THE TEMPORARY WORK STRUCTURE WILL BE PROTECTED FROM ANY IMPACT LOADS.
 - 3.3. THAT THE SCAFFOLDERS/ RIGGERS ARE PROVIDED SET OUT GUIDES AND MARKS BY THE PRINCIPAL CONTRACTOR PRIOR TO ERECTING ANY TEMPORARY WORKS STRUCTURE ON SITE.

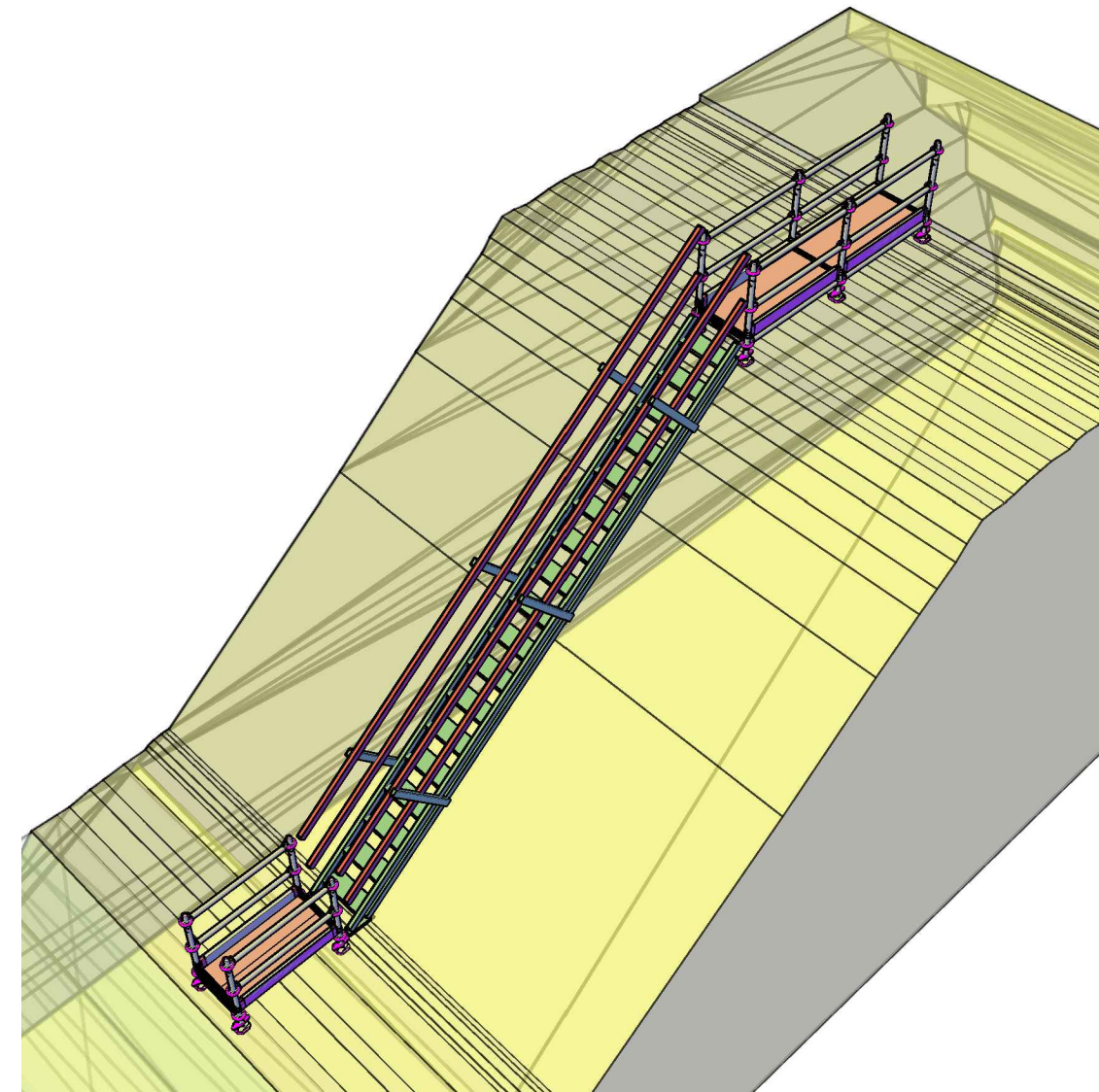
IMPORTANT
 MANUFACTURER'S GUIDELINES ARE TO BE FOLLOWED WHEN INSTALLING AND SETTING TIE ANCHORS AND OTHER ANCILLARY COMPONENTS. PLEASE REFER TO THE SUPPLIER FOR INFORMATION IF YOU ARE DOUBT ABOUT THESE SPECIFIC REQUIREMENTS.

GENERAL SCAFFOLDING NOTES

THE SCAFFOLDING ARRANGEMENT HAS BEEN DESIGNED USING PROPRIETARY "PROSCAF" SCAFFOLDING COMPONENTS.
 THE SCAFFOLDING ARRANGEMENT HAS BEEN DESIGNED AS ACCESS PLATFORM.

1. DESIGN LOADS

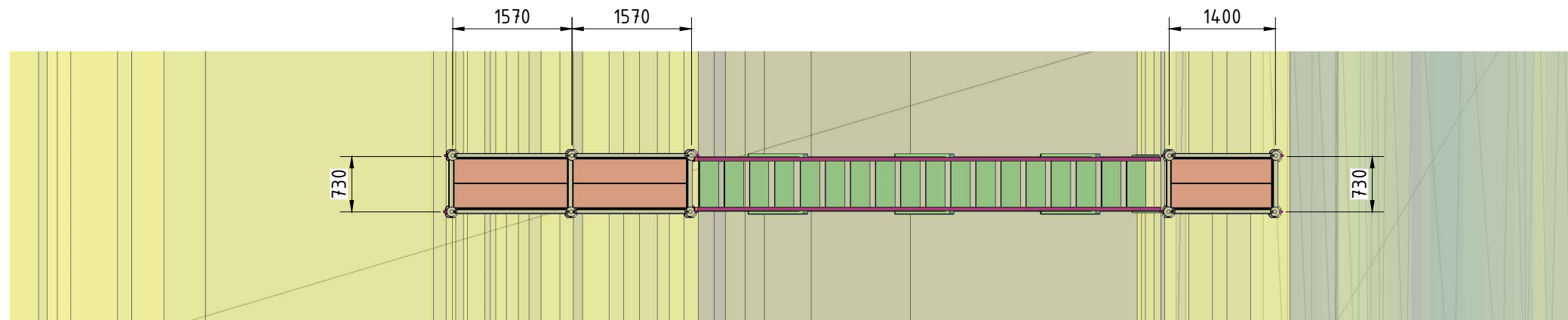
- 1.1. INSTALLATION LIFE <12 MONTHS (V100)
- 1.2. DESIGN WIND SPEED 41 m/s (ULTIMATE)
- 1.3. NO 3RD PARTY SIGNAGE TO BE ERECTED ON STRUCTURE WITHOUT DESIGN APPROVAL FROM E.A & ASSOCIATES.
- 1.4. TOTAL LIVE LOAD ON WALKWAYS 2.5kPa AND ACCESS POINTS
- 1.5. MAXIMUM CALCULATED LEG LOAD<20kN
- 1.6. MINIMUM GROUND BEARING REQUIRED UNDER WALKWAY 40kPa
- 1.7. MINIMUM GROUND BEARING REQUIRED UNDER BRIDGE SECTION 95kPa



ISOMETRIC VIEW

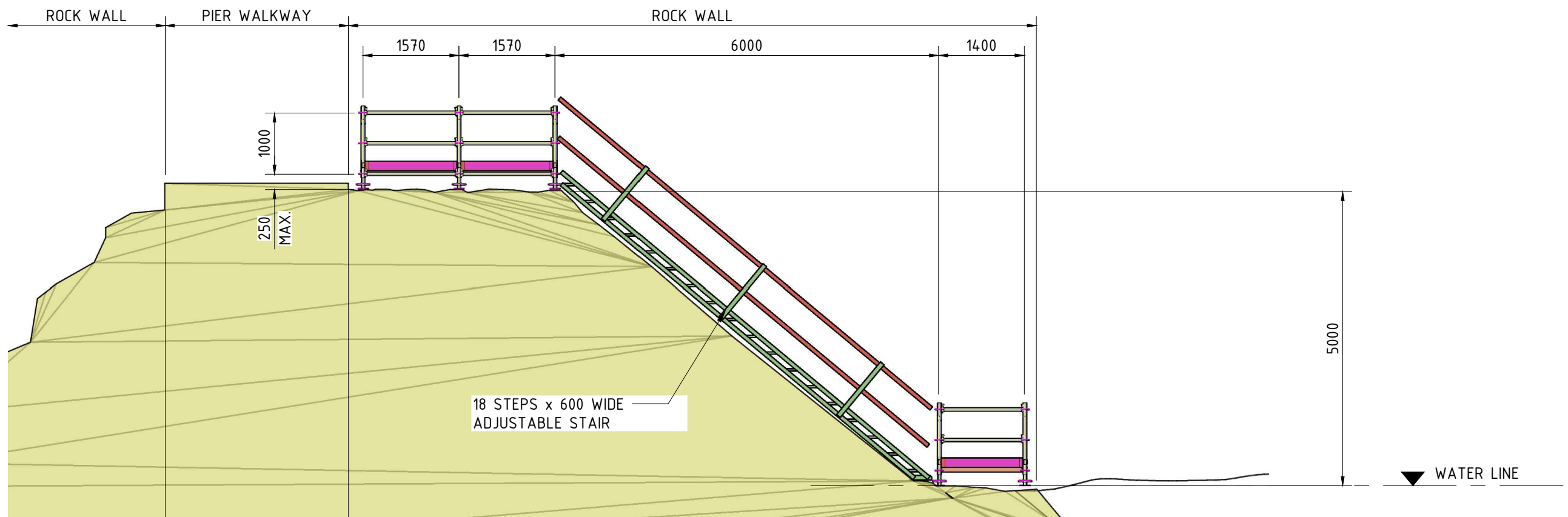
PRELIMINARY
 NOT FOR CONSTRUCTION

				Client:	Project:			Drawn	Signed	Date	Drawing Title:	Project No.	13.163.43			
				SCAFFOLDING SOLUTIONS	BRIGHTON PIER	Designed	Signed	Date	TEMPORARY WORKS PROSCAF SCAFFOLD GENERAL NOTES SHEET 1			Scale	AS NOTED@A3	Sheet Size	A3	
						Verified	Signed	Date				Drawing No.	DW-TW-1001		Rev.	01
						Approved	Signed	Date								
No.	Date	Revision Details		Des.	Ver.	App.	<small> A person using E&A drawings and other data accepts the risk of: 1. Using the drawings and other data in electronic form without requesting and checking them for accuracy against the original hard copy version. 2. Using the drawings or other data for any purpose not approved to be written by E&A. Wherever a discrepancy in the contract documents is found and unless directed otherwise by the Principal/Engineer, the contractor shall adopt, at their own risk the greater quantity, class of finish, grade, or specification where applicable. </small>									



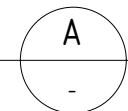
PROPOSED LAYOUT

SCALE 1 : 75



SECTION

SCALE 1:75



PRELIMINARY
NOT FOR CONSTRUCTION

01	02.11.20	PRELIMINARY	EFC	SP
No.	Date	Revision Details	Des.	Ver.



A person using E.A.E. drawings and other data accepts the risk of:
1. Using the drawings and other data in electronic form without requesting and checking them for accuracy against the original hard copy version.
2. Using the drawings or other data for any purpose not agreed to in writing by E.A.E.
Wherever a discrepancy in the contract documents is found and unless directed otherwise by the Principal/Engineer, the contractor shall adopt, at their own risk the greater quantity, class of finish, grade, or specification where applicable.

Client: **SCAFFOLDING SOLUTIONS**

Project: **BRIGHTON PIER**

Drawn	Signed	Date
Designed	Signed	Date
Verified	Signed	Date
Approved	Signed	Date

Drawing Title:
TEMPORARY WORKS PROSCAF SCAFFOLD ARRANGEMENT SHEET 1

Project No. 13.163.43	
Scale AS NOTED@A3	Sheet Size A3
Drawing No. DW-TW-1001	Rev. 01





Royal Brighton Yacht Club
The Sailors' Club

16th November 2020

Attention: Rene Verhulst
General Manager
The Hebe Haven Yacht Club Limited
10.5 Miles Hiram's Highway,
Pak Sha Wan
Sai Kung,
N.T. Hong Kong

Dear Rene

Thank you for your letter of 10th June 2020 and apologies for the very slow reply. The COVID-19 Pandemic has hit badly here in Victoria, but thankfully now our Government has things under control, and we have been able to return to the Club and get back to business.

The General Committee welcomes your offer to establish a reciprocal agreement between our Clubs.

As you are probably aware RBYC was established in 1875 and received the Royal Warrant in 1924. We have a very proud history of elite keelboat racing and Off the Beach dinghy racing, training and junior programs and learn to sail. Club legends include Jock Sturrock and John Bertrand both Olympians and defenders of the America's Cup, John winning for the first time against the Americans in 1983. Also Mark Turnbull Olympic Gold Medallist in Sydney 2000.

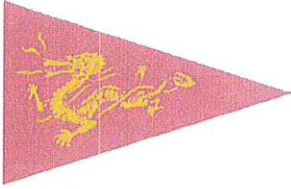
Our spectacular beachfront location in Brighton on Port Phillip Bay includes a 240-boat marina, 60 boat hardstand and extensive dinghy storage. The Clubhouse has a public restaurant and very beautiful members only bar. We would be delighted to welcome any of Hebe Haven's members who were able to visit and enjoy our Club. I am also sure our skippers would be willing for any keen sailors to join as crew for Club races.

We enclose the signed: Reciprocal Club Agreement.

The Royal Brighton Yacht Club burgee
RBYC Information Brochure.

Yours Faithfully

Peter Strain
Commodore Royal Brighton Yacht Club.



The Hebe Haven Yacht Club Limited 白沙灣遊艇會
 10.5 Miles, Hiram's Highway, Pak Sha Wan, Sai Kung, N.T. Hong Kong
 香港 新界 西貢 白沙灣 西貢公路 10 哩半
 電話 T: +852 2719 9682 傳真 F: +852 2358 1017 電郵 E: hhyc@hhyc.org.hk
 www.hhyc.org.hk

Reciprocal Club Agreement

Between

ROYAL BRIGHTON YACHT CLUB
 253 Esplanade, 3186 Middle Brighton, VIC, Australia
 And

HEBE HAVEN YACHT CLUB
 10.5 Miles Hiram's Highway, Pak Sha Wan, Sai Kung, Hong Kong

The undersigned Clubs agree to enter into an agreement whereby:

Members of each Club (known as "Home Club") may use the facilities and enjoy member's privileges of the other Club (known as "Host Club").

The following terms shall be observed:

- 1) Home Club members are required to present a letter of introduction and their home membership card when visiting the Host Club.
- 2) Home Club members shall have rights to use the food and beverage facilities of the Host Club. This must be paid in accordance with the usual practice of the Host Club, and all accounts shall be settled at the end of the visit before departure.
- 3) Home Club members shall be allowed to hire dinghies and vessels of the Host Club, subject to availability.
- 4) Home Club members can participate in functions and events organized by the Host Club.
- 5) The Host Club may provide temporary moorings or marina berths to Home Club members, subject to availability. Rental fees shall be paid monthly in advance at the same rates as a Full Member.
- 6) Home Club members must comply with the Bye-laws and Articles of Association of the Host Club.
- 7) This agreement can be cancelled at any time by either Club serving one month's notice on the other Club.

For and on behalf of
 The Hebe Haven Yacht Club Limited

For and on behalf of
 Royal Brighton Yacht Club

Name:

Title:

Date:

Name:

Title:

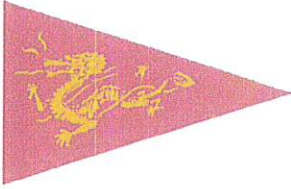
Date:

PETER STRAIN

COMMODORE RBYC

16th November 2020





The Hebe Haven Yacht Club Limited 白沙灣遊艇會
10.5 Miles, Hiram's Highway, Pak Sha Wan, Sai Kung, N.T. Hong Kong
香港 新界 西貢 白沙灣 西貢公路 10 哩半
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www.hhyc.org.hk

10 June 2020

Ms Hannah Catchpole
General Manager
Royal Brighton Yacht Club
253 Esplanade,
3186 Middle Brighton, VIC
Australia

Dear Ms Catchpole,

**RECIPROCAL CLUB AGREEMENT BETWEEN ROYAL BRIGHTON YACHT CLUB
AND HEBE HAVEN YACHT CLUB**

I am writing with a hope to establish a reciprocal agreement between Royal Brighton Yacht Club and the Hebe Haven Yacht Club.

Established in 1963, the Hebe Haven Yacht Club has been providing yachting and boating facilities as a private members club in the picturesque bay of Pak Sha Wan in Sai Kung, Hong Kong for over 50 years. The main objectives of our Club are to provide first class boating facilities and yacht racing events for members. We have moorings and marina berths available for visiting yachtsmen; a very active sail training centre; restaurant and bar which are open daily for casual and fine dining.

More information about our Club can be found on website www.hhyc.org.hk. The enclosed bi-monthly magazine "Hebe Jebes" may give you some updates on our Club.

I have pleasure in enclosing an agreement for your board's approval. In the meantime, please feel free to contact me should you have any questions.

Yours sincerely,

Rene Verhulst
General Manager
The Hebe Haven Yacht Club Limited



GENERAL MANAGER'S REPORT NOVEMBER

- Roger Jepson – the Club's Privacy Policy has been updated. The latest version is now on the website.
- Oaks Day – event was a success and introduced many Brighton mothers to RBYC. Since the event we have booked two school Christmas lunches. It also contributed to the weekly hospitality income being 20% above this time last year.
- New flags – these are now out the front and add good visual aspect to the front of the building. Three sailing flags to come - ordered.
- Menu boards have been replaced around the front and back of club. New plastic ordered for those damaged by direct sun exposure.
- Adrian's departure – as previously noted Adrian has decided to retire as a coach. He has secured worked for a club member in role he was doing during COVID reduced hours. He is available for contract coaching hours should club members wish to use him. Members can book through the sailing office. Peter, Brett, Phil and I have been discussing if there is a need to replace the position. At present we do not believe so. Vacancy allows for Club to contract specialist coaches where necessary.
- Members' bar volunteers – thank you to GC members who have volunteered to work in the Members' bar. It is greatly appreciated and will save on wages. In the new year when we are able to claim jobkeeper it will be staffed appropriately. If you are able to assist it would be most helpful. A link was sent to all GC from Sailing Results.net to key in your availability.
- Staff across various areas of the organisation – I would like to make note of Francesco, Phil and Victoria who have helped in the restaurant. I would also like to thank Caroline for working for the last 3 weeks as a chef in kitchen on the weekends. We have been recruiting to replace/restaff breakfast chefs but in the interim have been short staffed, and she has stepped in. It is great that staff are prepared to help in other areas. Lots of calls now re potential functions, wakes etc as restrictions allow.
- Comedy night – first comedy night sold out in one day. Aim is to work with Brooksy to make it a regular Monday night feature.
- Gavin Wall from Australian Sailing has resigned and is going to take a position at Blairgowrie as General Manager.
- Sail Melbourne group met on Wednesday to continue planning. The event will adapt as restrictions allow. Test case will be George Mac.
- There will be another George Mac meeting on Monday – need to have Government's update on restrictions on Sunday.
- Christmas Day at Club. We have called all the major hotels to see what they are doing. Most are still undecided. Looking at a draft P&L it doesn't seem financially viable to hold this year especially with the required 1.5m space between tables and buffets are not allowed to be used – thus increasing staff costs due to serving, plating etc.



Boating Manager Report to the Committee – November 2020

Points of Discussion:

- The Sailing Department is now operating with Covid-19 restrictions limiting the sailing to reduced crew and non-aggregate racing. Hopefully, we will have Adult contact outdoor sport approved this Sunday and we can return to our full racing calendar.
- The enquiry level for Marina Berths/Learn to Sail/Membership has been very high over the past 2 weeks. We are confident that we will be able to convert these leads to further growth in these areas
- Adrian Finglas our Head Coach has resigned. His last day of work at RBYC will be 6th December 2020. We will in the interim establish lead instructors for the learn to sail courses and establish our criteria whilst we look for the correct replacement.
- We are at the present time continuing to plan for George Mac & Sail Melbourne regattas. These look like being able to proceed in a Covid-19 safe manner.
- Maintenance of the Marina/Hardstand and Yard are continuing thanks you to Peter Strain for leading the ladder replacements and the attenuator maintenance.
- Access to the Tower for safety reasons is a high priority for regattas.
- Access to the SYC jib crane has been approved for RBYC Etchells leaving to attend regattas. PH has been inducted and must be present at all lifts.
- A loan Aero will be available for member/potential member use at RBYC for the next 3 months.
- Minutes of recent Sailing Committee Meeting are attached below.

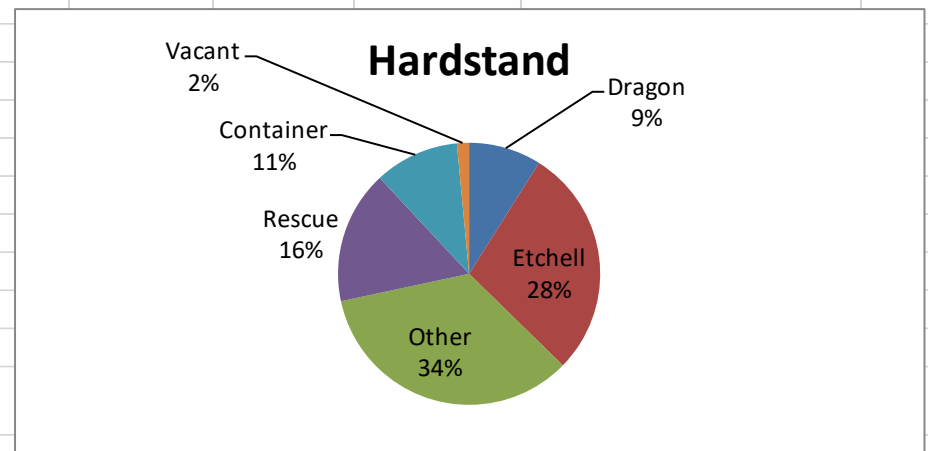
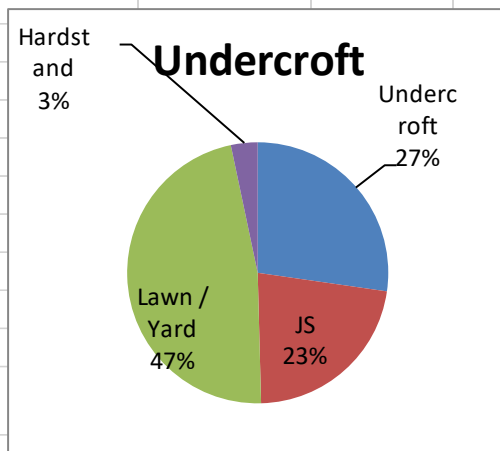
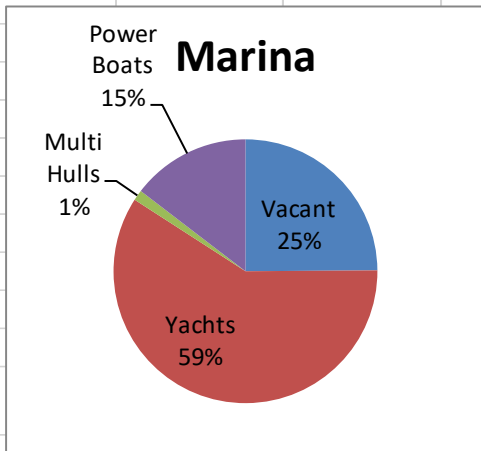
Overview - Marina / Hardstand / Undercroft										Month:	Nov-20
	OTB	Hardstand	Marina	Combined	Available	Occupied	Total Vacant	Club Vacant	Owened Vacant		
Nov-20	90.03%	93.06%	75.11%	85.61%	424	363	61	67	6		
Oct-20	90.03	94.44	75.11	85.85	424	364	60	67	6		

Marina											
Size	Club Owned	Occupied	Occ %	Mem Owned	Occupied	Occ %	Total Pens	Total Occ	Total Occ %	Total Vacant Club Owned	Oct-20
10M	81	56	69.14%	16	15	93.75%	97	71	73.20%	25	26
12M	56	35	62.50%	18	16	88.89%	74	51	68.92%	21	21
13M	7	3	42.86%	0	0	0.00%	7	3	42.86%	4	3
15M	19	19	100.00%	17	14	82.35%	36	33	91.67%	0	0
18M	12	10	83.33%	7	7	100.00%	19	17	89.47%	2	2
	175	123	70.29%	58	52	89.66%	233	175	75.11%	52	52

OTB Dinghy Storage					
	Undercroft	JS	Lawn / Yard	Hardstand	Total of 134
Total Pens	33	27	57	4	121
Occupancy	75.00%	90.00%	95.00%	100.00%	90.03%

Marina Boat Types				
Totals	Vacant	Yachts	Multi Hulls	Power Boats
233	58	138	3	34
100.00%	24.89%	59.23%	1.30%	16.52%

Hardstand							
	Dragon	Etchell	Other	Rescue	Container	Vacant	Total 72
Occupied	6	19	23	11	7	1	67
Ratio %	8.3%	26.4%	31.9%	15.3%	9.7%	1.4%	93.1%



Minutes - RBYC Sailing Sub Committee

Meeting Date		Tuesday 10th November 2020 at 7:00pm.		
Meeting Venue		Zoom Meeting		
Attendance		BH, JS, MI, PH, MC, DM, VP, JL, PB, PG, PP		
Apologies				
<i>Item</i>	<i>Topic</i>	<i>Support Paper</i>	<i>Action By</i>	<i>Complete Date</i>
1.0	OPENING – Brett Heath			
1.1	<i>Minutes of the previous meeting be adopted. Moved Brett, seconded Murray, Carried.</i>			
2.0	MATTERS ARISING			
2.1	Review of Sailing to Date: Change to sailing instructions for tower racing were not abided by all keelboats, due to not all boats being aware of the change to start and finish line. Change to be highlighted in the newsletter.		PH	
2.2	COVID update <ul style="list-style-type: none"> • The Sailing Committee re-enforces the current rules with restrictions on crew numbers. Boats sailing with crew numbers greater than specified will not be scored as a starter or finisher. • The current Government plan is for further restrictions to be eased after the 22nd November. • Sailing program will revert to aggregate racing from Wednesday 25th November, 28th November will host the first Brighton Championship Race. 			
2.3	Racing Times <ul style="list-style-type: none"> • Brighton Championship races all to start at midday other than the Long Passage Race. • Start Time changes to be noted in the newsletter (the Long/Medium races have changed) • Fixed time race changes: <ul style="list-style-type: none"> • No scheds • Mobile phones to be used rather VHF • Starts to be from Centre Course start • Windward leg with a gate <p>JS to work on SSIs to include these requirements. VP to put calendar updates in the newsletter.</p>		VP JS	
2.4	Pursuit Race only on Nov 21 st – no Windward/Leeward as previously stated in sailing program.			

	To be included in Newsletter		VP	
2.5	<p>Fixed Marks</p> <ul style="list-style-type: none"> • Rock on the start line – need to have the start line dived to determine where obstructions are. • Growth on Fixed marks – need to be cleaned. 		PH PH	
2.6	<p>Dec 5th Keelboats</p> <p>As there is no Range Series on this date, and we have the George Mac regatta so do not have resources, PH to request that we run a Pursuit race off the RMYS Tower.</p>		PH	
2.7	<p>Regatta Updates</p> <ul style="list-style-type: none"> • Petersville Regatta Cancelled • Melbourne to Devenport going ahead • Melbourne to Hobart Cancelled • Festival of Sails - there will be a passage race from Geelong on one day, and other races around the bay. ORCV may run a destination race that weekend. 			
3.0	Safety Initiatives			
3.1	<p>Sign on App</p> <p>Most people are using the App. Some people are signing on after the start. Change to NOR that boats must sign on prior to the start of the race to be scored.</p>		JS	
3.2	<p>Audit Group available to provide advice if required Auditors to be identified and sent a link to https://www.sailing.org.au/course-finder/82/&list</p>		PH ST	
4.0	<p>OTB REPORT</p> <ul style="list-style-type: none"> • Excellent first OTB day on Sunday • Junior sailing is focused to commence in 2021 			
5.0	<p>CRUISING REPORT</p> <ul style="list-style-type: none"> • Cruising Committee feel that cruisers should be encouraged to race to improve skills. • A number of boat owners sail on one boat to race. • Would like to investigate a two handed Division. Suggested AMS as a solution although cost was a hindrance. 			

	<ul style="list-style-type: none"> • Would prefer a separate division. Ingenue Series to be added to Brighton Championships for Cruising Boats. PG to work with Sailing Office to decide on criteria for entry to the series. Races to be the passage races • Forum dinners starting again. • Bass Strait Cruise information 		PG	
6.0	RESCUE BOAT WORKING GROUP REPORT		PH	
	<ul style="list-style-type: none"> • Peter Reid tube damaged. \$800 repair. Tube replacement \$15,000. Boat replacement \$22,000. • Working Group went over all the boats with a couple of flat batteries and some other minor issues. • Reviewed the safety canisters and all in order. 			
7.0	RACE MANAGEMENT TEAM INITIATIVES			
7.1	<p>George Mac</p> <p>With projected relaxing of restrictions announced for the end of November, the club is now confident that the event will proceed. The main issue will be onshore where “groups of 50” will be the limiting factor.</p> <p>The event to take entries and if restrictions do not permit any particular group (e.g. Senior double-handed) then there will be a full refund. VP working on Marketing, PH on volunteers.</p>			
7.2	<p>Sail Melbourne</p> <p>Similar to George Mac.</p>			
7.3	<p>420 States</p> <p>No action as yet</p>			
8.0	AOB			
	PB – Who allocates the coach’s time between the various classes? BH to follow up.		BH	

	MC – need to put covers on rhibs. PP suggested that covers were not as necessary in Melbourne and that material degradation from sunlight was not the reason for tube failures for any of the boats over recent few years. MC & PP to continue the discussion		MC & PP	
	BH – Suggest that we have an Opening Day on Nov 28 th followed by the first Brighton Championship race.			

Next Meeting 8th December 2020

FUTURE MEETINGS	COMMITTEE	FOCUS AREAS
8 th December 2020	Sailing Committee	

2019/20 MEMBERS			
Chairman: Brett Heath	sailing@bretttheathconsulting.com	Simon Tedstone	simon.sailing@gmail.com
Denis McConnell	denismcconnell63@gmail.com	Phil Bedlington	philthesportsphysio@gmail.com
Murray Cowdell	mcowdell@yahoo.com	John Spencer	ejohn.spencer@gmail.com
Phil Hall	boatingmanager@rbyc.org.au	Peter Gebhardt	peter.gebhardt70@gmail.com
Marni Irving	m.irving@bigpond.net.au	Paul Pascoe	paulpascoe55@gmail.com

OTHERS AS REQUIRED			
Gary Davison	drgarydavison@gmail.com	Francesco Battaglini	discoversailing@rbyc.org.au
Adrian Finglas	headcoach@rbyc.org.au	Jim Leckey	yachting@leckey.com

Rescue Boat Report:

Since the last report there have been a few developments concerning RBYC's Rescue boat fleet.

- We have started back training – thus rhibs are being used
- OTB has had a Sunday of Sailing (bad weather stopped the second weekend)
- Maintenance continued
- Installation of electronics allowing portable pumps to be used on 2.4's. These will be ready for the George Mac
- RB9 has been serviced.
- Harry T's starboard engine has blown a lifting motor. To repair this the vessel will be required to be taken out of the water. This may occur in January, at Sandringham

Unfortunately, the vessel Peter Reid had a melt down and a tear appeared on one hull. This was due to wear and tear. The vessel was taken to the Rhib distributor for Brig vessels who stated he could not guarantee any repair. Immediate Past Commodore is going to make attempt to repair the hole as a temporary fix.

At any Regatta "Peter Reid" is used as a pin boat if there are two courses. In the past the vessel has also escorted Club boats to Regatta's. This includes travelling to QLD and Tasmania.

The Boating Office is securing a replacement for the "George Mac"

What is the cost for a new vessel? The equivalent vessel, from Brig will cost approximately \$22,000 plus approximately \$3,000 for changing over the engine. Further investigate will be undertaken and at the next meeting a recommendation will be put forward as to which brand of vessel the Club should obtain.

On the note, the Club needs to replace RB9 prior to the World Etchells. It is estimated that RB9 has no more that 2-3 years life left in her. The hull was manufactured in approximately 1989. The pontoons have started to separate from the hull. The bilge pump is required to be used frequently. At the next meeting, an approximate cost will be put forward enabling the Finance Committee to plan for this Expenditure.

Murray Cowdell

Membership - November 2020

	2016	2017	2018	2019	2020
Senior / special / TPI / HLM	459	451	438	425	435
Crew & Crew Plus	194	169	167	178	154
Youth/Int/JnrFam	205	233	251	228	215
40,50,60	103	100	94	89	86
Absentee	50	45	41	40	39
Country	15	17	14	13	13
Social	317	287	267	266	289
Iceberger	79	81	74	76	83
Gym	72	69	71	72	58
TOTAL	1494	1452	1417	1387	1372

%	Ave
	435
11%	154
16%	215
6%	86
3%	39
1%	13
21%	289
6%	83
4%	58
	1372

		Senior
328	Senior	435
84	senior family	
14	senior special	Crew
12	40	154
39	50	
35	60	Youth/Jnr/Int
6	honorary life	215
13	senior country	40,50,60
39	senior absentee	86
135	Crew	Absentee
19	Crew Plus	39
109	Youth U18	
81	Intermediate 18-29	Country
58	Gym	13
222	Social	Social
63	Social extra	289
25	Junior family	Iceberger
83	Iceberger	83
3	TPI	Gym
4	sponsors	58
1372	TOTAL	1372

% Voting Members
42%

Catering Report November

Restaurant

- The restaurant continues to do a good trade on the weekends despite restricted numbers. For example 150 booked for dinner Friday evening, 100 on Saturday.
- The bookings are blocked out during key sailing times (ie Saturday when they return, Wednesday evening etc) to ensure members/sailors can get into the club.
- Menu will continue to develop now that we are more settled with staff and restrictions open up for numbers.
- Consistent enquiries for group bookings for Christmas lunches
- From Monday 30th November breakfast and lunch menu will resume across all days. Currently excludes Monday and Tuesday, hasn't been financially viable prior.

Functions & events - Caroline

Bookings below have been taken with current restrictions in mind

- 19.11.20 Rotary lunch total spend - \$686
 - 20.11.20 Cherbus in the home, Bayview private 2hr room hire - \$150
 - 20.11.20 Cruising Dinner x 38pax x 2 course - \$1140 food only
 - 23.11.20 Comedy Night 100pax ordering dinner
 - 26.11.20 Rotary x25pax x 2 course meal @ \$30 pp \$750 + drinks Tentative
Brighton Primary school x 38 @ \$55 pp \$2090 plus drinks **CONFIRMED**
 - 29.11.20 Celebration of life x 50 @ \$45 PP + Room hire \$500 \$2750 + drinks
CONFIRMED
Comedy night people ordering dinner x100 people ordering dinner
CONFIRMED
 - 04.12.20 Celebration of life x 50pax @ \$45 PP + Room hire \$500 \$2750 + drinks
Tentative
 - 6.12.20 1st birthday x50 pax ad + x14 chd @ \$67.50 = \$35 pp = \$4365 + drinks
Tentative, will confirm Monday 23rd
 - 14.12.20 CBRE conference x5pax - Room hire \$500 Morning tea \$25 pp \$125, lunch
from restaurant = \$525 **CONFIRMED**
 - 20.12.20 Wedding x50pax room hire @ \$1000, ceremony @ \$800 package \$85 pp
=\$6500
Tentative
 - 02.02.21 Wedding reception x50pax room hire @ \$1000 package \$105 pp =\$6250
Tentative
- Currently working on developing Kosher menus to go live early 2021, We get a lot of kosher enquiries, having our own kosher menus and team will significantly increase business

Members' Bar

- It has been very helpful to have volunteers working on quiet days to save wages
- Good patronage in evenings (Thursday – Saturday)

MINUTES OF RBYC CRUISING COMMITTEE MEETING

Held online via Zoom on Tuesday, 5th November, 2020 at 7.30pm.

PRESENT: P. Jenkins - Kathleen B (Chairperson), R. Smith, J. Collins, W. Merritt, P. Merritt, P. Strain, T. Frankham, R. Hurrell, B. Burns, P. Gebhardt.

APOLOGIES: R. Walker

MINUTES: Of meeting held on 6th October, 2020 were confirmed as circulated.

CORRESPONDENCE: In/Out: PJ/ORCV – ORCV future rallies

TF to committee – Cruising history has been placed on RBYC Website as a Flipbook

FINANCE: No Account balance. PS will continue to get the balance with PJ as backup

GENERAL BUSINESS:

- 1. Chairman's Report** – The restaurant bookings at the club are going well and Oaks Day was booked out. The gate and fence on the pier has been cut and broken several times and non-club members are going around the gate to use the pier. This is Parks responsibility and the club informs them when it needs attention. The first stage of the pier repairs to fix the pylons has been let out to a contractor and will be completed from the end of November into December. The information from Parks is that pedestrian access will still be available most of the time. The next stage to fix the concrete slabs will be more restrictive for access. The club is in discussions with Nina Taylor, MLC Labor for South Metro Region, regarding the dredging and repair of the 1938 section of the breakwater. As the club has no access to the Tower, future races will be started from an anchored vessel at the start line. The club is in negotiations to access to the Tower via scaffolding from the marina or a safe path along the breakwater.
- 2. Melbourne Cup Long Weekend Cruise in Company to Docklands** – 5 boats attended, *It's a Privilege, Kathleen B, Chakana, Nimrod II and Favourite Child* with *Saffron* heading up for the day on Sunday. It was a good weekend with gatherings for sundowners and Sunday lunch.
- 3. Newsletter** – Barbara has enough articles for the next newsletter which should be out next week. Forthcoming events will be added from decisions made at this meeting.
- 4. Forum Dinner Meeting – Friday November 20th** – A booking has been made for 40 people at the club with 10 in the restaurant and 30 on the deck. PJ will follow up the menu options with Hannah GM after this weekend's announcements regarding the easing of restrictions. The preference of the committee was for a 2 course meal as usual rather than a BBQ. RS will take the bookings and send an email to Cruising Members on Friday informing them of this event.
- 5. Future Forum Dinner Meetings –**
 - Saturday December 12th at 6pm – Hardstand Christmas Party** – This should be able to go ahead but we may have to control numbers with bookings, depending on the restrictions at the time. It will be BYO everything including picnic food, tables and chairs. We will not supply a BBQ or club tables and chairs as usual due to the restricted access to the marina. Garbage will also need to be taken home. This information will be included in the email to Cruising Members on Friday.
 - Friday February 19th** – Trivia Night – PS will contact Don Warner regarding this date.
- 6. On Water Activity – 28th/29th November** – RS will coordinate this weekend. Expressions of interest will be sought in the email going out on Friday. Possible destinations will be Wyndham Harbour or Portarlington.
- 7. Camping weekend to Euroa – November 13th** – PM has this organised. There are 5 sites booked and 2 cabins with 14 people. The pub has been booked for a meal on Friday evening.
- 8. 2021 Bass Strait Cruise – 20th February to 8th March** – There will be an information evening on Friday 4th December at 6pm. PS and PJ will run the evening which is planned to be at the club. Those attending will be invited to stay for dinner after the meeting. RS will include this information in the

Friday email and will ask for expressions of interest in the cruise and numbers attending the information night and dinner afterwards. A cruise coordinator will be sought from those going on the cruise.

- 9. Archiving Cruising Group records and photos and building a library of Cruising photos.** TF is at a point where he can talk to Francesco about archiving the collection.
- 10. Table photo for the Members Lounge** – The committee was very happy with the montage of photos that TF had put together for the Cruising Group table in the Members Bar. TF will send the photos to PS to put together with higher resolution for printing.
- 11. Promo Video** – The rolling photo display has been put on the Olympic Restaurant TV along with other displays that PS has gathered. These will also be shown on the Members Bar TV.
- 12. Facebook Page** – PJ will update the Facebook page with the forthcoming events.
- 13. Hardstand promotional signage** – PJ will follow up on this sign now that restrictions have eased.
- 14. Storage of Cruising Group items** – PS will investigate a permanent home for the Cruising Group items that are currently behind the curtain in the Bayview Room.
- 15. 30th Birthday Celebrations of the RBYC Cruising Group** – It is hoped that some sort of function could be held at the club on Saturday 16th January. PJ will discuss options and possibilities with GM Hannah after this weekend’s announcements as to the easing of restrictions. RS will contact RYCV in December regarding the Birthday Cruise on Sunday 17th January. RH suggested that we have a medallion to celebrate the 30th birthday. PS will follow up suppliers for a brass plaque medallion.
- 16. Drinks voucher for new Cruising Members at their first Cruising Dinner** – RS noted that this has not been an initiative that has been taken up by any new members so suggested that we discontinue it. The committee agreed. Instead PJ will contact new members in future and invite them to dinners and other cruising activities.
- 17. Cruising Group Secretary** – TF has volunteered to take on the position of Cruising Group Secretary. The Cruising Group Committee accepted his offer warmly.
- 18. PG, as the Cruising Group Representative on the Sailing Committee,** brought up the discussion as to encouraging cruisers to race. The Cruising Committee agreed that racing hones skills needed for cruising and they would be happy to encourage people to participate in racing as organised by the Sailing Committee. It was noted that the Ingenue Series, in the early years, was a good set of races for cruisers. It was also noted that there is a significant cultural difference between cruisers and dedicated racers. The boats are not usually fitted for racing as racing boats carry the minimum whereas cruising boats carry extra gear, conservative sails and so on. Handicapping is also an issue as similar racing and cruising boats are fitted differently and have different skills and levels of experience. PHS is preferred to AMS with resistance likely to AMS weighing and measuring. Most cruising boats sail short handed and cruisers often race on other boats to make up the racing crew. There was a suggestion that a Cruising Division 2 plus with autohelm could be introduced.

NEXT MEETING: Tuesday 1st December, 2020 at 7.30pm at the club in the Members Bar. We will not do a shared Christmas nibbles as in previous years due to Covid-19.

MEETING CLOSED: 9:30pm

Chairman: _____ Secretary: _____

Date: _____ Date: _____

Royal Brighton Yacht Club Auxiliary
Meeting Sunday 25th October, 2020, 10.30 am (held by zoom)
Minutes

1. Welcome, attendance

Present: Susie Strain, Kalpana Raghunathan, Jenny Pascoe, Mandy Jackson

Apologies: Kirsten Mitchell, Elizabeth Jenkins, Jacqui Provis

2. Minutes

The minutes of the previous meeting of Sunday October 11th were taken as read, and approved.

3. Report back on information gathering

- Jenny Pascoe had spoken to Neisje regarding the strategic plan and felt the auxiliary has a good fit with environmental and sustainability item in strategic plan
- Kirsten Mitchell had provided a proposal to document recycling options for sailing equipment
- Elizabeth Jenkins had circulated material on Seabins
- Susie Strain – experience of fellow bay yacht clubs that auxiliary-style committees have transitioned into membership / membership services / engagement / social committees over time. Note RBYC has a membership committee addressing such functions.

Agree that information gathering should be an ongoing action.

4. Discussion and emerging directions

Concern to avoid overlapping with other yacht club committees or departments.

Shared interest of existing membership shows a strong alignment with environmental, sustainability, community engagement directions. Kalpana reported that no RBYC committee takes responsibility for these aspects in their terms of reference.

General agreement that the auxiliary would best transition into a committee with responsibilities in the environmental, sustainability, engagement areas.

Discussion as to whether to establish a formal committee, recruit members and launch some projects, or start small, seek member interest and support, and gradually grow the role via appropriate sailing-based projects.

Note upcoming opportunity to build on clean regatta process which was done in 2019 at the George Mac regatta and for which RBYC received an award. Further work to be done to find out if the regatta will go ahead, and if so to liaise with sailing office regarding maintaining / developing the clean regatta process and further entrenching in club regatta management.

5. Current auxiliary timetable and commitments up to Christmas 2020

Ongoing scheduled auxiliary activities for remainder of 2020

- Christmas pudding drive, no orders as yet, Mandy to circulate reminder
- Oaks Day lunch, booked out, no fund-raising activity this year, hence no role for auxiliary
- Christmas hamper, decision not to do this year due to uncertainty around COVID opening
- George Mac regatta providing opportunity for auxiliary to promote clean regatta program

6. Finances

The auxiliary bank account has \$20,000 and a transition to a new role will require a decision, most likely by General Committee, as to the most appropriate use of the funds.

A new role for the auxiliary may see the group better connected into the General Committee and club business, but may lose some autonomy over funds.

7. Next steps

- Christmas pudding orders
- Confirm status of George Mac regatta and build on clean regatta experience
- Kalpana to report to General Committee that, following a gap analysis, there is general agreement that the auxiliary would best transition into a committee with responsibilities in the environmental, sustainability, engagement areas.
- Next meeting scheduled for Sunday November 22nd

Meeting close

Royal Brighton Yacht Club Auxiliary
Meeting Sunday 15th November 2020, 10.30 am
Minutes

1. Welcome, attendance

Present: Susie Strain, Kirsten Mitchell, Jacqui Provis, Mandy Jackson, Kalpana Raghunathan
Apologies: Elizabeth Jenkins, Jenny Pascoe

2. Minutes of previous meeting Sunday October 25th

Approved

3. Report back from General Committee

Kalpana reported back from the General Committee meeting of 26th October that there is support for the repositioning of the auxiliary in the area of sustainability focussing on relevant and value-adding projects. This would also provide valuable opportunity for both internal and external community engagement.

There is also interest in the membership engagement opportunities which emerged from talking to other bay yacht clubs about off-water activities.

4. Information gathering

- 'Clean regatta' flier had been circulated. Susie had met with Phil head of the Sailing Office who said to apply 'clean regatta' principles to the George Mac regatta was quite possible, and that he would be looking for ten volunteers on the weekend of Friday 4th – Sunday 6th December.
- Further research into the Seabin proposal had shown that the RBYC marina is not a suitable site. As water can flow through the marina rubbish does not collect at any single location. Jim Leckie has made a detailed report to General Committee.
- Kirsten is preparing material on recycling options for yacht and sailing equipment, including following up useful contacts of groups specialising in waste management.

5. Confirm direction for auxiliary

The meeting agreed that the auxiliary could be repositioned with a focus on environment and sustainability issues relevant to sailing and the yacht club.

It was noted that the group does not have specialist environmental credentials, neither is the club likely to employ expertise in the area. Rather the group would liaise with outside expertise, such as the Bayside Council and local groups such as 3186 Beach Patrol, Port Phillip EcoCentre and bring issues and opportunities to the attention of the General Committee.

Engagement with the RBYC membership is seen as vital, and the group would seek to organise a site on the website.

6. Discuss, confirm process of transition

The meeting discussed and agreed to a process of transition over several months allowing time to prepare terms of reference, name change, communications, membership etc. with the aim to present for approval at the half-year general meeting in early 2021. In the meantime the group will start with seeking to implement the 'Clean Regatta' guidelines to the George Mac regatta, also if applicable for Sail Melbourne in January.

7. Discuss process of finalising, winding up old auxiliary

There is a process needed to finalise the existing auxiliary – history, archive, records. Mandy Jackson has offered to contact past leaders to get some history.

8. Projects

- George Mac regatta - Susie Strain to set up meeting with Phil and Kirsten Mitchell to identify what needs to be done, and how to promote. Also important to confirm that the 'Clean Regatta' program is available for community use i.e. not subject to trademark or licence conditions.
- Seabins(as above)
- Recycling options for sailing equipment – Kirsten Mitchell offered to follow up
- 3186 Beach Patrol - next cleanup day Sunday 22nd November. Kirsten to liaise with Elizabeth Jenkins bout participation.

9. Report to General Committee

Kalpana to report back to General Committee on 23rd November.

10. Meeting close

Next meeting in mid-December to review the 'Clean Regatta' and George Mac regatta experience.

RBYC – BY-LAWS

Following a review of the by-laws for RBYC it is recommended that the following alterations be made to the by-laws and these be posted to the RBYC Web site as soon as practicable. Minor adjustments can be made as the need arises. The main changes are the removal of reference to the **slipway**. It is also recommended that a system of version control be introduced.

The attached file showing the recommendations is attached.

In summary these changes are
Section A – General

- Point 3 additional wording
- Point 4 badges provided by the Club and worn at the Club (discussion may be required)

Section B – Rules for the Procedure at Meetings

- Inclusion of the types of meetings
- Point 11 – where do we define the rules of debate

Section E Dress

- Point 2 – inclusion of the word “members”

Section F

This is where there are major changes required as the Club No longer has a slip way.

- In the heading include the letters “OTB”
- Delete Point 1
- Delete point 3
- Modify point 4
- Delete point 5
- In point 7 add the words “
- and other sailing related matters”
- Point 9 remove the word member and replace with the word “person”

Section G

This section is to be renamed – **“OTB Storage and Hard Stand Storage”**

- Point 1 - The control of the of OTB and Hard Stand Storage is under the control of the Sailing Office administered by the Boating Manger.
- Point 2 – Reworded
- Point 3 deleted
- Point 4 deleted

Section H Gym Sauna & Steam room

This section needs to be modified to be in line with the current rules as shown in the gym
Awaiting a response from the Gym Committee on this matter.

(I) House Caterers

- Modify point 3 as shown.

(J) Parking

- Point 2 be modified as shown

RBYC BY-LAWS

(A) GENERAL

- 1) Members shall act in the best traditions of Ladies and Gentlemen when on the Club Premises.
- 2) Any person who, having been a Member and struck off, shall not be eligible to be introduced to the Club as a Visitor.
- 3) A function is one that has been approved by General Committee, or the General Manager or the Functions Manager and covers the following -
 - a) A Member entertaining Guests in the Olympic room or Upstairs function room which has been reserved for that function
 - b) A Meeting of a Club or Association or commercial company conducting a conference, seminar, dining, event, be it fundraising or not.
 - c) Any Functions organised by the House SubCommittee or caterer.
- 4) A badge, provided by the Club, ~~being a miniature of his Flag and showing the Flag Officer's name, shall be worn by Flag Officers whilst they are in the Members' Bar or Olympic Lounge. A badge, provided by the Club, showing the Flag Officers name, the same for~~ General Committee Members names, will be worn by Members of General Committee, whilst they are in the Members' Bar or Olympic Lounge.
- 5) No litter or refuse of any kind is to be disposed of in the Marina or on the Hardstand Area, except into the Bins provided. Refer Marina and Hardstand By-Laws
- 6) No Member shall lend or provide for the use of a person who is not a Member, any key issued or provided to him by the Club without the prior consent of a Flag Officer or the Manager/Secretary.

(B) RULES FOR PROCEDURE AT MEETINGS

including, Special, Half Yearly and Annual Meetings

1. No discussion shall take place except on a motion or amendment, moved and seconded, and put in writing if so demanded by the Chairman.
2. Only one amendment shall be entertained at one time. If the amendment be carried, it shall become the substantive motion, the original motion lapsing, and there will be no necessity to put the original motion to the Meeting. It will be competent, whether the amendment is carried or not, to receive other amendments, one at a time, to be decided in like manner until the subject is finally disposed of.
3. No Member shall propose more than one amendment upon a motion, and no Member shall speak more than once upon either motion or amendment, except the mover of the motion, who shall be entitled to reply; and thereupon all discussion shall cease, and the question shall be put. Any Member seconding a motion or amendment without remarks shall not be held to have spoken thereon. In the case of amendments being lost, the chairman shall put the motion to the vote.
4. Any Member, with the consent of the chairman, may offer an explanation of any particular used by him, but must confine himself strictly to such.

5. Any subject that may once be settled by vote, cannot be again entertained at the same Meeting.
6. An amendment, "That the question be now put" shall take precedence of all matters before the Meeting, and no discussion shall be allowed thereon.
7. On all questions and during all discussions, the Member speaking shall address the Meeting through the chairman and shall be standing.
8. In all cases where a point of order is raised, the Member raising the same shall state the point of order clearly and distinctly; and if a Member be speaking, such Member shall take his seat until the point of order is decided. The chairman shall decide the matter promptly, and not allow a discussion.
9. Where a motion is to disagree with the chairman's ruling, the chairman shall forthwith leave the Chair, and his successor shall be appointed by the Meeting. The discussion may then proceed, and the question be settled forthwith.
10. Any one or more of these Rules for procedure may be suspended in case of emergency, provided that a majority of the Members present shall deem such suspension necessary.
11. In all cases not herein provided for, resort shall be had to the ordinary rules of debate. (where are these defined)

(C) COMMITTEE ELECTIONS PROCEDURE

- 1) Principles
 - a) General Committee elections are to be conducted in a respectful and non-confrontational manner. Candidates shall respect the privacy of members at all times. Candidates and their supporters are expected to abide by these procedures.
 - b) These procedures operate subject to the requirements of the Royal Brighton Yacht Club Rules, including, but not limited, to Rules 3, 4, 9, 11, 20, 24, 25 and 26.
- 2) Making and Lodging of Nominations
 - a) Nominations shall contain information as required by Rule 25 and shall be in the form and layout as determined by General Committee from time to time and will provide for the inclusion of a short CV statement by each Candidate, setting out claims to the position(s) for which he or she is nominating. Candidate nomination and CV statements shall be no longer than one A4 page. Any statement made by a Candidate shall be based on factual information.
 - b) In accordance with Rule 25, nominations for Flag Officers and Honorary Treasurer shall specify whether the Candidate also nominates for election as an ordinary member of the General Committee in the event that the Candidate is not elected as either a Flag Officer or Honorary Treasurer.
 - c) In accordance with the requirements of Rule 25, Nominations shall be lodged with the Secretary no later than 1800 hours, 21 clear days before the date on which the annual ballot is to be held. All Candidate nomination and CV statements will be displayed simultaneously on the Club Notice Board, after the closing date for nominations.

- d) The Returning Officer shall determine the eligibility of Nominating and Seconding Members and review Candidate statements before documents are posted in the mail, emailed, or put on the Club website. Candidates may be required to amend their statements upon the request of the Returning Officer.
 - e) All nominations shall be posted simultaneously by the Secretary on the Club website and mailed or emailed to all eligible voting members prior to the election.
- 3) Campaigning
- a) The office will not give out bulk addresses at any time. A member must not use information about another member obtained from the register of members of RBYC to contact or send campaign materials to the other member, or give another person this information so that they can so use it contrary to section 58 of the *Associations Incorporation Reform Act 2012*. Personal information that has been provided by RBYC members for inclusion in material published by RBYC can be used for contacting members, provided such use is not contrary to the *Information Privacy Act 2002*.
 - b) Social media may be used by Candidates and their supporters to support their campaign for election, bearing in mind that voting is limited to eligible voting members only, and should only be used in accordance with relevant applicable social media charters. The returning officer must approve information to be placed on RBYC's official social media sites and each Candidate is entitled to have their information approved and placed on RBYC's official social media sites.
 - c) Club events shall not be used by Candidates or their supporters to make public campaign announcements.
- 4) Use of How to Vote Cards
- a) 'How to Vote' cards are restricted to the listing of preferred Candidates for office. Candidates are to be listed by names and suggested voting order and the name of the person proffering the Card only.
 - b) Candidates may provide and distribute 'How to Vote' cards at their own expense and by their own means at any time during the election campaign period except on Polling Day, when 'How to Vote' cards may be distributed only in the Members' bar area.
- 5) Polling Day
- a) Apart from Members attending to cast their vote, only the Returning Officer and his/her assistants shall be present in the Polling Booth Room on Election Day.
- 6) Mode of Election
- a) All contested positions shall be determined by ballot in accordance with the provisions of Rule 26 for a valid vote. If only one Candidate is nominated for the position, the Chairperson of the Annual General Meeting must declare that Member elected to the position.

(D) HOUSE

- 1) The various areas of the Club House shall be open to Members entitled to the use thereof on days and during hours which the Committee shall from time to time determine.
- 2) Any Member using any of the Club property shall replace the same in its appointed position, and shall be responsible for any loss or damage occasioned by his misuse or neglect.
- 3) Betting or gambling on the Club premises is strictly forbidden.
- 4) Sale and consumption of liquor is governed by Consumer Affairs Liquor Licensing Acts. The Club reserves the right to refuse service to anyone.
- 5) No liquor is to be consumed on any part of the Licensed Club premises at times other than permitted under the Liquor Control Act.
- 6) The member prices to be charged for liquor supplied at the Club shall be comparable to the price recommended from time to time by the Licensed Clubs' Association of Victoria.
- 7) No Member shall reprimand any Member of the Staff, whether those staff is employed by the club or the caterer or other outsourced employer working in the club grounds. Any complaint must be submitted to the Secretary-Manager, in writing, for consideration of General Committee.
- 8) Members should carry their Membership Card and Club Key at all times whilst on the Club premises and must produce same if requested.
- 9) No animals, reptiles or birds shall be brought into or permitted to remain in the Clubhouse, excepting registered Guide Dogs accompanied by their owner.

(E) DRESS

- 1) Minimum Dress: Shirt with shorts or slacks, with sandals or shoes and optional socks. Working gear or yachting wet weather gear is NOT acceptable Dress.
- 2) On Scheduled Race Days clean and tidy gear with sandals may be worn in The members Bar.
- 3) The dress for Ladies shall be that recognised as the appropriate standard conforming to that set for men.
- 4) The Senior Flag Officer or Committee Member present shall have final authority in interpretation of standards of Dress, and any direction to Members or their Guests in this regard shall be observed immediately.
- 5) Any objection to the decision regarding Dress may only be made in writing to the General Committee.

(F) YARD OTB & CLUBHOUSE GROUNDS (inc Hardstand & Marina)

- 1) ~~The lawns and grounds may and shall be used only for the purpose of drying sails, and no other gear may be placed thereon for the purposes of overhaul and repair or otherwise. All sails placed on the said lawns or grounds shall be removed therefrom by sunset each day and any sails remaining thereon after that time may be removed without responsibility for loss or damage thereto. All sails placed on the said lawns or grounds~~

- shall be at the risk of the owners thereof and may be removed or shifted for gardening or other purposes.
- 2) No vehicle shall be driven across, or wheeled over, and no obstruction shall be left on any portion of the lawns without the permission of the Manager / Secretary
 - 3) ~~Any Member desiring to use any of the Club gear or tools shall make application to the person in charge thereof, and shall (immediately upon having finished therewith) return same to such person or to such place as he may direct.~~
 - 4) ~~No refuse or rubbish shall be placed or thrown in, upon, or about the Yard or Club premises. Any Member depositing any refuse in or about the Club Yards or premises shall cause same to be removed prior to his leaving the Club premises. All rubbish, must be placed in the rubbish bins provided or take home. This applies to all areas of the Club including the hardstand and Marina~~
 - 5) ~~No petrol or benzine or other highly inflammable liquid or matter shall be kept or stored in any building or in or upon any boat while in the Yard, unless kept or stored in a place and in such manner as is approved by the General Committee.~~
 - 6) All gates abutting on the Foreshore shall be closed and locked when appropriate by Members using the same.
 - 7) The Jock Sturrock Sailing Centre is for the purposes of junior sailing and other junior activities and othe sailing related matters.
 - 8) Any animal brought into the Club grounds must be on a leash and tethered accordingly when left unattended.
 - 9) Any ~~Member person~~ bringing an animal into the Club grounds must clean up and properly dispose of all of the animal's droppings.
- (G) SLIPWAY, OTB YARD Storage and Hardstand CRADLES**
- 1) The control of the ~~slipping and launching of boats is through the concessionaire, licensed by the Club under the control of the Sailing Office administered by the Boating Manager~~
 - 2) The ~~Slipway yard~~ shall be used by Members in accordance with the directions of ~~the concessionaire Sailing Office and the Club at the risk and expense of the vessel owner, and~~ the Club and its Officers (Honorary or otherwise) shall not be liable for any damage occasioned by the use of the said Winch and Slipway.
 - 3) ~~No persons other than those appointed shall use or direct the use of or in any way control or interfere with the Electrical Winch; nor shall any person or persons be in or remain in the Winch Shed without special permission of the persons so appointed by the Committee.~~
 - 4) ~~Any Member owning a Yacht or boat on the Yacht Register being desirous of using the Slipway for the purpose of having his yacht or boat placed in the Yard or otherwise, shall apply either verbally or in writing to the concessionaire or such other person or persons appointed.~~
 - (a) ~~The position to be occupied by any boat brought into the Yard shall be decided and fixed by the concessionaire or such person or persons appointed.~~
- (b) ~~The concessionaire shall be responsible for selecting the appropriate cradle for each vessel.~~
 - (c) ~~The Club will charge a yard storage fee to the vessel owner for the time the vessel remains in the yard. The concessionaire charges a fee to slip vessels. These fees may be changed from time to time in conjunction with the concessionaire and the Committee~~
 - (d) ~~No boat shall be removed from the Yard, or from one position to another in the Yard, except with the consent and under the direction of the Honorary Slipway Officer or such other person or persons authorised by the Committee to supervise this work.~~
 - (e) ~~No boats (other than tenders) shall make fast to the Slipway.~~
 - (f) ~~Save as to those Cradles which are now in the Club Yard, no Member shall hereafter bring to or keep upon the Club premises any privately owned cradle. No Cradles or portion thereof shall be altered unless it conforms to a standard or design approved by the Committee.~~
 - (g) ~~Boats on the Club Register berthing permanently at Brighton shall have first preference on slipping and Yard facilities; other yachts or boats whether on the Club Register or not shall be permitted in the Yard only at the discretion of the Committee.~~
 - (h) ~~Slipping of all boats must be arranged through the concessionaire or club Office.~~
 - (i) ~~The Committee may, at its discretion, waive any charges under special circumstances such as the repair of damaged boats or the unavoidable absence or illness of the owner.~~
 - (j) ~~The Committee shall have the right, in its absolute discretion to refuse any application.~~
- (H) GYM, SAUNA & STEAM ROOM**
- 1) All authorised persons using the Gymnasium, Sauna, Steam Room, must do so in accordance with OH&S regulations.
 - 2) No miss-use of equipment in the gym
 - 3) All approved persons using these facilities must attend an assessment session. (A doctors health approval certificate may be requested)
 - 4) The Club takes not responsibility and will not be liable for any injury incurred.
 - 5) All persons approved to use these facilities must sign a liability waver.
 - 6) Authorised/approved persons means; Members of RBYC, completing the assessment and being in the approved membership category.
- (I) HOUSE CATERERS**
- 1) Catering may be outsourced from time to time as approved by the Committee.
 - 2) The Committee reserves the right to refuse any function.
 - 3) Function and other bookings should be made directly with the caterer Catering /Functions Manager .
- (J) PARKING**
- 1) Members parking on Club grounds are as per privileges accorded to membership categories. ie: Senior Membership only or as the Secretary/Manager approves.

- 2) Vehicles must be parked within the designated parking space as defined by painted lines. [RBYC Stickers are to be displayed on their vehicles](#)
- 3) Disabled parking spaces must only be used by Members with a disability.

(J) MISCELLANEOUS

- 1) Club Office hours are as per notices and may be changed from time to time.
- 2) Official RBYC Club clothing is available during these hours and may be charged to member accounts.
- 3) The Clubhouse has wireless Internet available to members at no charge. A fee may be charged for nonmember use. Passwords may be changed from time to time and are available from the Office.



RBYC Project Proposal and Evaluation

This form is to be completed for activity(project) that Acquires, Disposes, materially modifies, or commits the Club to significant exposure above financial delegation.

Project Name	Seabin	Date:	November 2020
Project Sponsor			
Description	Seabins are designed to removed rubbish from waterways as the rubbish passes past the unit. The key to success appears to be location of the unit. SYC has one unit thought it mostly removes organic matter <u>The below costs are per unit multiple units may be required</u>		
Strategic objective of club supported advanced is		Environment Cleaning	
Deliverables	Completion Date:		
	Physical: Reduction of waste in the marina		
	Financial: Nil		
Costs			
	Capital Expenditure: \$ 7640 per unit, fundraising may be possible		
	Operational Expenditure: Annual cost of Labour, Electricity and Parts estimated at \$8140.40		
	Opportunity Cost: Nil assuming unit does not inhibit use of a pen		
GC Approval			
	Name	Date	
Completion			
	Was project delivered on time on budget?	Yes / No	
	Comments:		

Maintenance List	Who
Hard Stand Gate – rust removal and repaint	BF
Etchell Rails – Middle row to be replaced	BF
Blast Weeds off the marina walings	
Walings Pen 706 loose needs fixing (partial)	
Get rid of seagulls and cleanup marina (working well)	PC
Twice yearly clean off growth on hardstand vertical fenders	
Check all Marina lights. Fix light box Arm 5 (done)	
Replace worn wooden treads on ramp from hardstand to marina	
Keep marina toilets clean. Toilets now Club property. (done)	MC
Upgrade the sign on the upper car park facing south	PS
Restaurant TV Continuous sailing and Club benefit footage (done)	PS
Replace Safety Ladders in the marina (done, adjustment needed)	PS
Fixed Marks – Service/remove growth/antifoul/Ground tackle/lights	PH, BF
Bolt Tightening around the marina	Volunteers
Attenuator maintenance – Through bolt replacement (partial)	Witt Marine
Flag Poles on the upper carpark along the street front (done)	BF
Attenuator Rub Collars around the pile replacement	JL, CE
Sound the Channel and set flags.	PS PH MC

Key Major Goals:

Marina Maintenance

Dredging Channel

Pier Repair

Solar Panels

Circular Driveway

Access to the Start Tower. (in progress)

Rebuilding the 1938 section of the breakwater. (lobbying Government for Etchell Worlds)