

**OCEAN REEF SEA SPORTS CLUB INC.**

**MINUTES**

**MANAGEMENT MEETING**

**Wednesday 9th August 2023 Meeting No.25 at 7.00 p.m.**

**COMMITTEE PRESENT:**

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| Commodore (Chair) | Ken Wood (KW) |
| Vice Commodore | Graham Hindley (GH) |
| Vice Commodore | Paul Phipps (PP) |
| Secretary | Sheila Hearson (SH) |
| Treasurer | Geoff Tavener (GT) |
| Rear Commodore Diving | Laurie Campbell (LC) |
| Rear Commodore Angling | Francis McKeown (FM) |
| Rear Commodore Power Boat | Stephen Lazenby (SL) |
| Rear Commodore | Joanne Harfield (JH) |

**OTHERS PRESENT**

Manager – Kym Shephard (KS)

**APOLOGIES**

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**NAMES/INITIALS**

**DECLARATIONS OF INTEREST**

None

**CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Wednesday 12th July 2023 Confirmed by GH and seconded by FM

**MATTERS ARISING FROM PREVIOUS MINUTES**

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| **By** | **Description** | **Action** | **Owner** | **Due** | **Status** |
| KW | Rewriting the Constitution | Making it more compact and reader friendly | KW | July 23 | In Progress. JH is rewriting the Constitution in consultation with KW and SH.  Due by mid June  The By laws will be amended later to add details taken from the Constitution  So far have had 3 meetings and two thirds through draft, needs to be reviewed by Trustees and Committee, when everyone is happy, present final version to members.  No progress this month, in discussion with Mandurah Club who have decided to go with a Consultant to make the changes, could be a solution for our Constitution and hopefully have it ready for next AGM  . |
| JH | Upgrade Boards in Clubrooms | Remove some of the boards that are not relevant and update others | KS | June 23 | In Progress KS has found sign writers.  KS suggested a digital sign to save on space as it has been suggested there might not be enough wall space in new club house.  Need up to date information from Sailing and Angling as possible to be sent to Wendy |
| LC | Nomination fees to be increased | Agreed at last month’s meeting to raise fees to $600 on June 1st | KW | July 23 | The fees are part of the Constitution and therefore it will have to be submitted at AGM and voted on by the members  GT plans on submitting a business plan at the AGM and will suggest a plan for next year’s financial options  Motion proposed for increase in Membership fees, Nomination fees to increase to $600 Standard annual membership fees to increase to $500 and Concession to $350. This will be added to AGM notice as Special Business and voted on at AGM by a show of hands by members present |
| KW | Nominations for Club Member of the Year and Life Member | Nominations have been submitted | KW | July 23 | In Progress. The awards will be given out at the AGM |
|  |  |  |  |  |  |
| KW | Nomination and election of club Management, Trustees and Patron | Nominations for the positions of Management Committee and Trustees shall be lodged in writing, nominated and seconded by eligible registered financial members with the Secretary no later than 30 days prior to the AGM | KW | July 23 | Nominations received  Commodore – Graham Hindley  Vice Commodore – Ken Wood  Vice Commodore – Erik Erhard  Vice Commodore- Graham Cole  Treasurer – Geoff Tavener  Secretary – Sheila Hearson  RC Diving – Laurie Campbell  RC Angling – Francis McKeown  RC Power Boat – Stephen Lazenby  RC Sailing – Andrew Hodkinson  RC Social – Joanne Harfield  Ken Wood has decided to step down as Commodore and has nominated as Vice Commodore, he has enjoyed his role as Commodore and is keen to continue with the Sub Committee dealing with the planning of the new clubhouse.  Paul Phipps is stepping down as Vice Commodore and is also keen to continue with the Sub Committee dealing with planning of the new Clubhouse, focusing on Sailing requirement  3 Nominations for Vice Commodore, this will go to secret ballot vote and members will be given a voting slip when they register their attendance at the meeting to select two nominated names |

**CLUB MANAGER’S REPORT**

As tabled – The ORSSC is entering the Club WA Of the Year Award, we are submitting a report on all our events showcasing our 50th Year Anniversary

Celebrations. A Compliance Audit has to be submitted with our applications and signed Code of Conduct from all Committee Members

70’s Party for September has sold 176 tickets

Members Cocktail Gala scheduled for March 2024

**SECTION REPORTS**

Angling – As tabled

Diving – Diving holiday for a week at Nusa Penida, diving was not as good as other places but good experience for new divers. Following week

More people joined the divers for a week in Seminyak, celebrating a couple of birthdays and lots of Bintangs.

end of season event is river cruise to Fremantle, 36 people attending. Karri Valley booked for October

Power Boating – The weather has not been kind for boating. Function planned for August 26th. Locking in Rottnest trip for November

Sailing – Having regular events and have a growing dinghy section. Safety issue with the COJ requesting that BOM remove the anemometer

Social – As tabled Bogan Bingo night was a huge success. Planning High Tea for Daffodil Day to raise money for Cancer Council, sold 81

tickets sold

Race day planned October 28th.

**MARINE DEVELOPMENT REPORT – as tabled**

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| **By** | **Description** | **Action** | **Owner** | **Due** | **Status** |
| PP | Tenders closed, 3 responses  Meeting to discuss bathroom design.  Discussion about camera locations and who has ownership of them |  |  |  |  |
| PP | The Notice to vacate in two years has been issued and tenancy agreement has been issued plus loan repayment | WE do not need to vacant until we are ready to move.  Legal team are reviewing the tenancy agreement and loan repayment and will be presented to members when it has been approved for their vote |  |  |  |

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**CORRESPONDENCE**

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| **In** | **File No.** | **Issue** | **Action** |
| Letter from Poker requesting grant to buy new equipment |  |  | With the membership in question, it will be considered at a later date, suggest fund raising |
| Letter from a member replying to a letter they received from Management Committee concerning issues with their behaviour |  |  | Received and no action |
| **Out** | **File No.** | **Issue** | **Action** |
| None |  |  |  |

**NEW MEMBERS**

**new member approved this month so renewal in line with all members.**

**1628 financial members**

**Hardstand is full with a waitlist of 11 financial members**

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| **By** | **Description** | **Action** | **Owner** | **Due** | **Status** |
| SH | 24 Applications accepted |  | SH | Aug 23 | Need proof of pension status for 2 applications |

**NEW BUSINESS**

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| **By** | **Description** | **Action** | **Owner** | **Due** | **Status** |
| KW | Status of Committee AGM reports | The reports are highlights of the activities and accomplishments over the last year and plans for the coming year | KW | Aug 23 | Each member will be given the opportunity to speak their report  Please have them ready by Friday |
| KS | Committee Code of Conduct | Kym has drafted up a copy of Code of Conduct for Committee Members | KW | Aug23 | Will be signed by all Committee Members at Sept meeting |
| SH | Query Poker Membership | A letter has been issued quoting wording from the Constitution with Poker added as a membership | SH | Aug 23 | This cannot be accepted, membership has to be passed as a motion at a AGM and added to the Constitution. Suggest it is added at next AGM |
| KW | Do we open bar for AGM |  | KW | Aug 23 | Open bar from 6 till 7 pm and reopen after meeting |
| SH | Request for a bar fridge for red wine | Member request for red wine be kept at 16-18 degrees | SH | Aug 23 | Request denied due to lack of space, consider in new clubhouse |
| KW | Nominations for positions at the AGM | There has been query whether KW can nominate on Committee | KW | Aug 23 | Trustees have consulted with other clubs and the Commodore Association and they are all in agreement that KW can run for a position as Vice Commodore |

Meeting closed at 9.00pm