



**OCEAN REEF SEA SPORTS CLUB INC.  
MINUTES  
MANAGEMENT MEETING  
Wednesday 13<sup>th</sup> July 2022 Meeting No.11 at 7.30 p.m.**

**COMMITTEE PRESENT:**

Commodore (Chair)	Ken Wood (KW)
Vice Commodore	Graham Hindley (GH)
Vice Commodore	Paul Phipps (PP)
Secretary	Dave Harnett (DH)
Rear Commodore Diving	Eric Erhard (EE)
Treasurer	Peter Hawker (PH)
Rear Commodore Power Boating	Steve Hayward (SH)
Rear Commodore Angling	John Lebeter (JL)

**OTHERS PRESENT**

General Manager – Fenn McDonnell (FM)

**APOLOGIES**

Rear Commodore Sailing	Terry O'Grady (TO)
------------------------	--------------------

**DECLARATIONS OF INTEREST**

None

**CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Wednesday 8<sup>th</sup> June 2022: Moved – PP Seconded – SH

## MATTERS ARISING FROM PREVIOUS MINUTES

By	Description	Action	Owner	Due	Status
KW	By laws and House Rules	Draft of proposed changes to be submitted to the Committee for review.	All	Aug 22	In progress, committee to review suggested changes, consensus by next meeting. Ongoing, will issue draft to committee, include the code of conduct rules
PP	NDA Agreements with all necessary suppliers	NDA to be created & issued to all key suppliers and all new suppliers going forward	PP, FM	Jul 22	2 suppliers to have NDA to be issued – in progress, NDA ready just need to be signed. – Completed include a process document to continue going forward
FM	Membership Categories	DH to have arrange workshop with committee to confirm each one.	DH	Jul 22	Proposal to be to put to committee, Submitted, committee to provide feedback – Completed Poker to be added if agreed at AGM
KW	Social Section	Define what is the best solution	DH	Jun 22	Will discuss with section to understand what they want to do – Social Confirmed they will let the committee know their decision in March, Section can be a sub committee with representation – In Progress
FM	Playground	Look to replace playground with options & quote to replace it now.	FM	Jun 22	In Progress – Fenn to go ahead based on Budget. Including demolition & installation – DH to support – Committee approve to 30K with any additions to be brought back to committee. New playground target by 1 <sup>st</sup> Oct.

KW	Sub Committees for new club development	Need to look at funding options, hard stand options & new layout etc. etc.	KW	May 22	Committee agree to supporting to Marina Sub Committees having additional Sub Committees that can provide recommendations into the Club Management Committee to ensure we are prepared for the new development – Approved – send out another invitation for interest of members with list of areas for information – Look to confirm how the sub committee can have extra resource. PP -Paul to provide overview ready for committee to confirm Arrange a meet and greet to confirm working groups – Arrange a night to present the expectations with all people that have put their names forward.
JL	Storage in containers, new scales knocked over by beanbags been put in there	Storage for sections should be only used for sections not club extra storage	FM	Aug 22	In Progress, plus Sailing & Angling to do busy bee
SH	Power Boat Screen not working correctly	Fenn to look into if needs replacing	FM	Aug 22	Use a trial of new media box in Power Boat – Complete
KW	Sections to have AGM's in June & committee need to confirm positions	Notice to members goes out in July, need to confirm positions for committee (not sections) & send out AGM dates 18 <sup>th</sup> Aug confirmed. Sections to ensure they are clear on any changes to them	ALL	Jul 22	AGM dates 18 <sup>th</sup> Aug confirmed, DH to send notice by 18 <sup>th</sup> July. Nominations for committee members need to be in by then to. Complete
DH	Look to get one supplier for all club sections shirts/clothing with options that meet all sections expectation	Fenn to confirm with Kim options for committee to agree a single source option	FM	Aug 22	In Progress
FM	Member conduct is again an issue	Fenn to suggest a Zero Tolerance miss behaviour based on RSA rule then communicate via all channels to all members	FM	Jul 22	Complete

PP	Have sections what is coming up based on Section Report	Paul to speak to Kim around best solution for gathering information for news letter	PP	Aug 22	Look to have all events in Office 365 Calendars so Kim can use that for marketing
KW	Members Mis Conduct	Committee agreed action, DH to confirm process with member	DH	Jul 22	Complete
KW	Options for a Swap Meet	Ken to discuss Fenn	KW	Aug 22	
KW	Club member & Life member	Sub Committees & Office to submit any nominations	All	15/06/22	Complete
TO	Marks for new marina	Post a map of current agreed marks with DTO	TO	Aug 22	Ken to issue hazard map

### TREASURERS REPORT & APPROVAL OF PAYMENTS.

As Tabled

By	Description	Action	Owner	Due	Status

### CLUB MANAGER'S REPORT

Manager's Report- As tabled

By	Description	Action	Owner	Due	Status
DH	POS Installation Date	Fenn to confirm a committed date to when the POS system will be implemented based on all actions required being in a plan	FM	Aug 22	
KW	Function	Add the functions report to the manager's report	FM	Aug 22	

### SECTION REPORTS

Angling – As tabled  
 Diving – As tabled  
 Power Boating – As tabled  
 Sailing – As tabled  
 Social – Included in Fenn’s report

By	Description	Action	Owner	Due	Status

**SUBCOMMITTEE REPORTS**

Marina Development – ongoing meetings in next few days over designs of buildings & developing relationships.

**CORRESPONDENCE**

In	File No.	Issue	Action
None			
Out	File No.	Issue	Action
None			

**NEW MEMBERS**

new member are approved but put on waiting list for 1 month.

**NEW BUSINESS**

By	Description	Action	Owner	Due	Status
	Reformatted Constitution to be presented at AGM	Only change is to add Poker as a category under Darts membership	DH	Aug 22	

Meeting closed at 9:10 p.m.