

THE HEBE HAVEN YACHT CLUB LIMITED
Minutes of the Meeting of the General Committee
held on Thursday 25 September 2025

Present:

Name	Acronym	Position	Attendance mode
Sonny PAYNE	SP	Commodore	In person
Aaron Arthur GOACH	AG	Vice Commodore	Zoom
Michael Kenneth SHARP	MS	Honorary Secretary	In person
Daniel Yiu Man CHAN	DC	Honorary Treasurer	Zoom
James Harvey JESSOP	HJ	Rear Commodore—Sailing Development	In person
Eddy Kin Pong LO	EL	Rear Commodore—Marine Operations and Facilities	Zoom
John Kam Kuen LO	KK	GenCom Member; Chairperson—Powerboat and <i>Hebe One</i> Committee	Zoom
Carol Anne BIDDELL	CB	GenCom Member; Chairperson—Environmental and Social Committee; and F&B/House/Events Committee	In person
Simon Anthony ROBERTSON	SR	GenCom Member; Chairperson—24 Hour Race Working Group	In person
Frances Lee HURLEY	FH	GenCom Member	Zoom
David LAM	DL	GenCom Member	Zoom
Stuart David PRYKE	StP	GenCom Member	In person
David Nigel FRANCIS	NF	GenCom Member	In person
Apologies:			
Bridget Yuk Lin CHAN	BC	Rear Commodore—Sailing	
Mark ASHTON	MA	GenCom Member	
In Attendance:			
Carmen CHAN	CC	Deputy General Manager	In person
Katherine TUTSCHEK	KT	Minute Taker / Recorder	Zoom
Helena CHUNG	HC	Interpreter	Zoom

NOTE:

For ease of reference, all resolutions arising out of the meeting are recorded in the attached Annex.

No.	Item	Action
1	GENERAL ADMINISTRATIVE MATTERS	
1.1	Quorum SP confirmed a quorum was present (SP, AG, MS, DC, HJ, EL, CB, SR, FH, DL, StP, NF) and declared the meeting open.	-
1.2	Minutes of the GenCom meeting on 28 August 2025 SP noted that the minutes of the GenCom meeting held on 28 August 2025 had been approved via WhatsApp. <i>(see Annex 1, Resolution #3)</i>	-
1.3	Resolutions passed prior to this meeting SP noted for the record that two other resolutions had been passed via WhatsApp since the last GenCom meeting: one for the approval of two new members and one for the engagement of a new member of staff for the position of Head of Marketing & Membership. <i>(see Annex 1, Resolutions #1 & #2)</i>	-
2	FINANCE MATTERS	
2.1	Honorary Treasurer's Report for August 2025 - DC presented the HT's Report for August 2025 and commented that August 2025 was the fifth consecutive month of positive EBITDA for the Club, with an EBITDA gain of ~HK\$686k (~HK\$1.14m more than budget). - DC projected the Club would meet its goal of breaking even on operating income and expenses for FYE 2026, with an EBITDA gain of ~HK\$470,000 (actual plus forecast). - CC noted that inclement weather had impacted F&B revenue in August.	-
2.2	Overdue debtors - DC informed the meeting that, on 5 September 2025, the Club obtained an order from the Small Claims Tribunal in respect of the outstanding fees owed by [REDACTED] to the Club and the Club had forwarded the same to [REDACTED] on 18 September 2025. [REDACTED] has already indicated that she will settle the debt. - DC noted there were no other overdue debtors. - NF noted that the billing date of 25th of the month was not ideal. - SR suggested that the Club keep a record of the reasons members were late paying fees.	-
3	HUMAN RESOURCES MATTERS AND GENERAL MANAGER'S REPORT	
3.1	Update on staff movements and activities SP informed the meeting that Davy had recently completed a course on advanced marina management in Auckland, New Zealand. Unfortunately, Davy suffered injuries from a car accident soon after returning to Hong Kong, but was recovering well. In the	-

	meantime, Jimmy, the former marine manager, had been engaged by the Club on a temporary basis to assist with typhoon preparations and to cover for Davy. - SP further informed the meeting that BN and CC had attended the 15th Asian Club Managers' Conference in Hong Kong. <i>19:18 KK joined the meeting</i>	
4	MEDIA AND I.T. MATTERS	
4.1	Update on club management system - CC informed the meeting that AppIT had provided a summary of its analysis of each Club department, and would send a full report to the Club next week, including proposed solutions to optimise IT systems and workflows. CC would arrange a meeting with GenCom to go over the report, and would educate staff beginning next week about the new workflows and systems.	-
4.2	Update on Club website - FH informed the meeting that Kerrie had returned to Hong Kong, and would train Club staff to use the new website the week after next. AppIT had migrated the website to a new hosting and would make the website more automated. The tentative launch date for the website is 31 October 2025 and would be bilingual. FH would meet with AppIT again next week.	-
5	MEMBERSHIP MATTERS	
5.1	Member conversion needing action - MS informed the meeting that member W-379 aged out of the Associate II membership category in August 2025, and needed to apply to convert to Senior Associate membership or else be struck from the register of members. The Club had notified him regarding the situation, but had not yet received a response. NF noted the Articles did not specify when a member should apply to convert. - GenCom agreed they would prefer the member convert to Senior Associate rather than leave the Club. MS would confirm whether the member actively used the Club.	MSI
5.2	Reciprocal clubs - DL noted that GTA was not interested in establishing a reciprocal relationship with HHYC at this time, and recommended removing it from the agenda for future GenCom meetings. AG recommended further follow up and updates regarding reciprocal clubs be handled by management. - CC would arrange a visit to Lantau Yacht Club, as well as to Shenzhen Across Four Oceans Sailing Club to discuss potential reciprocal arrangements. She noted Four Oceans representatives and government officials had already visited HHYC. - DL volunteered to form a working group to arrange more activities for HHYC members at local reciprocal clubs, such as Club Lusitano, ABC, and VRC. He felt increased interaction with local reciprocal clubs would increase the value of HHYC membership. - SP agreed, and noted HHYC now highlighted reciprocal clubs more	CC DL

	when marketing Club membership to potential applicants. DL suggested putting photos of reciprocal club activities on the HHYC website.	
6	PREPARATION FOR THE 2025 AGM	
6.1	General update - SP noted that he had circulated a draft of the Annual Report and Accounts 2024-25 for comment on 24 September 2025, and would post a WhatsApp resolution shortly to approve the final version, together with the Notice of AGM to be convened on 20.11.2025. SP further noted that the documents need to be finalized and sent to the printers by 3 October 2025.	All / SP
7	F&B / HOUSE / EVENTS MATTERS	
7.1	General update - CB informed the meeting that a recent dinner and screening of the film <i>Women & the Wind</i> was fully booked and very successful. - CB pointed out that some of the food at Club events was made by volunteers rather than licensed vendors and expressed concern over liability. SP expressed the view that so long as guests were informed which food was made by licensed vendors and which was not, guests were responsible for their decision to eat it. - CC noted that the application to transfer the Club liquor license was in progress. - CC informed the meeting that the Club's food truck was launched the previous weekend, but no one came due to the typhoon. It would continue to be in operation going forward, as a replacement for the Garden Bar during construction. GenCom would consider giving the truck a name once business picked up.	
8	24 HOUR CHARITY DINGHY RACE COMMITTEE REPORT	
8.1	General update - SR remarked that a key challenge at present was securing enough boats for the 24 hour race as the usual sources (RHKYC, ABC, Macau) were unable to lend any dinghies this year due to clashes with their own events. - CC informed the meeting that, in keeping with previous years and to comply with the terms of the lease, she had applied to HAD / LandsD for a letter of no objection to open the Club up to the public for the 24 hour race, however, had received some push back due to a change in government officers. CC would continue to follow up. - CC confirmed that she would advertise the race on the Club website and other digital media, and AG would see if it could be advertised on RTHK.	CC CC / AG
9	SAILING COMMITTEE REPORT	
	FH presented the Sailing Committee Report on BC's behalf.	
9.1	Donation of J80 to the Club - FH informed the meeting that Mr Pong was now proposing donating one J80 to the Club, rather than two. She confirmed the boat was in	

	good condition and newer than two of the Club's current J80s. - After discussion, GenCom agreed to accept the boat and would decide at a later date whether to maintain a seven-boat fleet or donate/sell off one of the older J80s (and which one). - EL would ask Davy to confirm whether there was space for another J80 on the hardstand once he was back from sick leave. FH would also confirm if the boat came with a trailer.	BC EL / FH / BC
9.2	Mooring of Club J80s - FH informed GenCom that the rubber fender on the pontoon where the J80s were berthed had deteriorated, subjecting the J80s to faster wear and tear and higher maintenance costs. SailCom recommended the current fender be repaired/replaced, and additional fenders purchased to better protect the boats. - NF pointed out that the wake from the Club sampan constantly going past exacerbated the wear and tear. - It was observed that the J80s were often moored in the water for a long time when not in use and that it would be better to take them out of the water when not in use. SailCom to coordinate with OpsCom on this issue.	OpsCom / SailCom
10	SAILING DEVELOPMENT COMMITTEE REPORT	
10.1	General update - HJ noted that cumulative figures for the Sailing Centre at the end of August 2025 showed it had performed ~HK\$1m better than budget for FYE 2026 so far, thanks to effective restructuring, cutting costs, and increased revenue generation.	-
10.2	Investigation into Cadet incident - HJ informed the meeting that an investigation had been carried out into a recent incident involving Cadet members and that a meeting had been held with the relevant parents to discuss the incident at which HJ, NF, SP and Rob Allen had attended on behalf of the Club. - NF provided a summary of the incident and the meeting with the parents.	-
11	MARINE OPERATIONS AND FACILITIES COMMITTEE REPORT	
11.1	General update EL noted the following points from his report: - Financial figures this month were good. - Ops was strictly enforcing Club policy towards derelict boats. - Money spent on fuel had decreased since introducing the e-sampan. EL would share data on associated electricity costs once the electric meter was functional. - Further to Item 11.1 of the August 2025 GenCom meeting minutes regarding carpark figures, EL noted that total revenue had not changed since reducing parking rates, which suggested more people were using the car park. Although it was still operating at a slight loss, he hoped the lower rate would benefit F&B activities. At their next meeting, OpsCom would discuss whether to adjust	- EL

	parking rates in response to the imminent increase in public parking meter rates. - GenCom expressed their appreciation to the Ops team for preparing so well for the typhoon.	EL
12	POWERBOAT AND <i>HEBE ONE</i> COMMITTEE REPORT	
12.1	General update - KK informed the meeting that there was no report this month, as the Marine Manager was on sick leave. NF agreed that was appropriate, as Davy was not legally obligated to do any work while on sick leave.	-
13	PLANNING AND WORKS COMMITTEE REPORT	
13.1	Lease modification - SP explained that government approval for the Regatta Deck building plans would expire in December 2025, and suggested amending the plans slightly so as to extend the time limit. He noted this was common practice in the building industry, and would make sure the architect's fee for this service was contingent on the extension being approved. - He added it was important to ensure the Club always had an approved plan on hand even if not every part of it would be built right away, as it protected the lease modification. - A resolution to amend the building plans was proposed and passed. <i>(see Annex 1, Resolution #4)</i>	-
13.2	Hiram's Highway widening - SP noted that work on Hiram's Highway would commence in February 2026. In the meantime, site investigation was underway in the car park and along the road.	-
13.3	Garden Bar annex and lift project - SP informed the meeting that BD approval had now been obtained to commence excavation works, which would commence very soon.	-
13.4	Marina piles - SP informed Gencom that an updated condition survey of the marina piles had been carried out (previous survey carried out in September 2023) and that Kowloon Construction was adjusting its repair proposals in light of the new survey results. - SP noted that no damage had occurred to the marina during Typhoon Ragasa and that, despite occurring during a high tide, about 2.5m freeboard remained on the piles at the highest water level observed during the typhoon. - It was noted that the furling jib sail on one of the boats on the marina had 'unfurled' during the typhoon leading to increased risk to the boat breaking its lines and causing damage to neighboring boats. Several GenCom members suggested making specific mention of tying down sails in pre-typhoon notices to members, and that Ops staff could consider tying down loose sails on members' boats if the sails were at risk of endangering other boats	EL

	/ the pontoon. SP questioned the wisdom of Ops staff attempting to take down furling jibs on members boat due to the risk of jamming. - EL and KK assured the meeting that PBCom and Ops had done their utmost to notify members about securing items on their boats with ropes, and to make sure they had sufficient battery power for their water pumps before typhoons. Ops had, in fact, notified individual members where they observed that protective measures had not been taken and, with the owner's consent, taken protective measures on their behalf. Most of the boats which did not comply were those on illegal moorings.	
14	AOB	
14.1	Clubhouse furnishings - CC would follow up on the changes to clubhouse furnishings that StP had suggested last meeting. She noted that the new issue of <i>Hebe Jebes</i> would come out in October and a copy would be put in the clubhouse. She would also pass along StP's request to put the letters "H-H-Y-C" on four wall panels in the restaurant.	CC
14.2	Photos to display around the Club - CC would set up a meeting with Kenny to pick out photos once typhoon work was dealt with.	CC
14.3	Clubhouse pianist - MS informed GenCom that there was a plan to have a pianist play music in the clubhouse every Thursday night for two hours at a reasonable rate.	-
14.4	PSWC lease set to expire next year - SP reminded the meeting that the PSWC lease would expire in April 2026 and that the Club would start to engage with the Landlord soon to negotiate an extension at a reduced price and/or for only part of the building. - CB pointed out that even if there were not many other prospective tenants, some landlords were not willing to lower their asking price. - NF stressed that anyone communicating with the landlord must be familiar with the terms of the lease and the current market.	All

There being no further business, SP closed the meeting at 21:19 hrs.
The next meeting was scheduled to take place at 19:00 hrs on 30 October 2025.



Sonny Payne
Commodore



Michael Sharp
Honorary Secretary

ANNEX

MEETING OF THE GENERAL COMMITTEE HELD ON 25 SEPTEMBER 2025

RESOLUTIONS

Resolution #1 (Conducted through WhatsApp on 18.9.2025)

THAT Mr WONG Hoi-tin and Mr TANG Cheuk-yan be accepted as Senior Associate members of the Club.

PASSED (For: 12; No vote: 3 (BC, EL, MA))

Resolution #2 (Conducted through WhatsApp on 16.9.2025)

THAT the Club make an employment offer to Shan Lai to take up the role of Head of Marketing & Membership.

PASSED (For: 12; Abstain 1 (DL); No vote: 2 (SR, StP))

Resolution #3 (Conducted through WhatsApp on 24.9.2025)

THAT the minutes of the meeting of the General Committee held on 28 August 2025 (as circulated by email on 19 September 2025) be approved.

PASSED (For: 12; Abstain: 2 (BC, DL); No vote: 4 (HJ, NF, SR, StP))

Resolution #4

THAT the Club accept Matter's quotation to proceed with the minor amendment submission for the General Building Plan for the Regatta Deck in order to extend the validity of approval for two years at a fixed fee of HK\$120,000, contingent upon obtaining actual approval.

Proposer: SP; Seconder: HJ

PASSED (For: 13; Absent: 2 (BC, MA))

-End-