

THE HEBE HAVEN YACHT CLUB LIMITED

Minutes of the Meeting of the General Committee held on Thursday 30th of March 2017.

Present:

Chan Chun Keung	CK	Commodore
Nicole Arnulphy	NA	Vice Commodore
Thomas Mueller	TM	Honorary Treasurer
Paul Arkwright	PA	Honorary General Secretary
Cramond Wong	CW	Rear Commodore - Operations
Bridget Chan	BC	Rear Commodore Sailing
Eddy Lo	EL	Power Boat Subcommittee Chairperson
Andrew Badenhorst	AB	F & B Subcommittee Chairperson
John (KK) Lo	JL	Jetski WG (Powerboat Subcommittee)
Paula King	PK	Member (Powerboat Subcommittee)
Simon Robertson	SR	Member
David Hughes	DH	Club Boat WG

Apologies

Adam Glendinning	AG	Sustainability Committee Chairperson
David Fielder	DF	STC Committee Chairperson

In Attendance:

Lisa Keatley	LK	General Manager
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The meeting commenced at 1930 at HHYC

No.	Item	
1	Approval of the Previous Minutes on 23/02/2017	
1.1	<p>PA requested a minor amendment to the labelling of point 6.3 which should read "Change in Voting Procedures" Not change in "Proxy Voting Procedures".</p> <p>All approved</p>	
2	Matters Arising	
2.1	There were no matters arising.	
3	Commodore's Report	
3.1	<p>Supporting Letters from COA, SKDCC and Hong Kong Scouts Association for HAB Submission.</p> <p>CK presented supporting letters from the above organisations. He advised that he is currently seeking further letters from HKSF, ABC and RHKYC.</p>	
3.2	<p><u>Sailability PDP</u></p> <p>CK reported on the successful PDP event held at HHYC hosted by Sailability Disabled sailors coming from Singapore, Hong Kong, Philippines and Thailand came to participate the Development Programme organized by World Sailing.</p>	
4	Club Development Report	
4.1	<p><u>MAP update</u></p> <p>NA reported on recent project negotiations with MAP regarding the Masterplan submission. MA and LK met with MAP on 16 March 2017. MAP had demanded full and final payment of the outstanding fee of \$180K before proceeding with any further work.</p> <p>After lengthy discussion the following was agreed:</p> <ol style="list-style-type: none"> 1) Confirm with CH that he is happy to rectify drawings to his satisfaction and ask him to quote for required remedial work. 2) Once confirmed, proceed with RFP to obtain comparative quotes for the relevant scope of work from 2 other firms. 	NA

	<p>3) Respond to MAP to confirm full and final payment for outstanding work based on HHYC's briefing notes, contingent on their provision of all IP information and electronic drawings.</p> <p>Proposed by PA Seconded by TM 8 agreed 1 abstention</p>	
5	General Manager's Report	
5.1	<p>Introduction of Claudio Schettino – Deputy General Manager – Operations.</p> <p>CS introduced himself and explained his prior career history with particular experience in the field of Marine Operations Management.</p> <p>He explained that his priorities would be Customer Service and Safety and Security with a focus on an improved Marine staff organization structure and best practice procedures to ensure that both staff and members respected and followed these accordingly.</p>	
5.2	<p>LK presented feedback from a staff survey following the recent Annual Dinner Party. In summary, there were positive comments and an improvement in satisfaction levels over prior years, due to the fact that there were more cash prizes available due to an increased budget.</p> <p>CK remarked that this was the most exciting staff party that he had attended at HHYC.</p> <p>LK thanked the GC for their support in enabling this initiative.</p>	
6	Honorary General Secretary's Report	
6.1	<p><u>General Voting Methods.</u></p> <p>PA reported that an amendment and update to the clubs Articles was currently being undertaken by OLM law firm.</p>	
6.2	<p><u>General Committee Voting Methods.</u></p> <p>PA confirmed that proxy voting is not permitted at GC meetings. He further provided 3 options on how approvals could be sought on required decisions at GC meetings and requested Committee members to cast their vote on the following:</p> <p>a) Voting in person at the meeting b) Voting by telephone / video conference c) Written resolution</p>	PA

	<p>Results:</p> <p>a) - 5 in favour</p> <p>b) - 6 in favour, 1 abstention</p> <p>Further discussion mandated that proposals which required voting and decisions made must be presented 7 days in advance of the forthcoming GC meeting and would only be valid if the proposer was present at the said meeting.</p> <p>PA will further circulate a paper of consolidated points to ensure that point B is used as minimally as possible to curtail any potential abuse of this voting method.</p>	
6.3	<p><u>New Member Applications</u></p> <p>New member applications from the prior two months were discussed as further clarification was needed from 3 applicants. The new questionnaire and internal marking sheet would be used as an aide to ascertain further suitability and understanding of the applicants intended utilisation of overall club facilities.</p>	PA
6.4	<p><u>Proposal to accept SaiKung Stingrays as a Community Group member of HHYC</u></p> <p>PA provided background on existing Community Group members including HK Scouts, AFCD, PSC, Sailability, Outward Bound, SKCC and the Resurrection Church .</p> <p>PK submitted a proposal to grant CMG membership to the Sai Kung Stringrays. The following was agreed and approved:</p> <ul style="list-style-type: none"> • To grant CMG membership to SK Stingrays • To grant 3 memberships to SK Stingrays • To approve a fee of \$100 membership per nominee • To review each CGM over a 2 year period • To propose clear guidelines for all CMG applications regarding the payment of fees and criteria for acceptance. 	PA
6.5	<p><u>Revamp proposal for Club Logo</u></p> <p>PA presented a revamped logo proposal produced by an external design company.</p> <p>PK stated that the proposed design would be used as a baseline starting point and input from GC members was required by 6 April, in order to provide consolidated feedback to the design company.</p> <p>CW opined that a complete visual identity exercise needed to be</p>	PK / CW

	undertaken and he offered his expertise in this area to assist the club.	
7	Treasures Report	
7.1	<p>TM proposed that the EGM to propose the motion to increase the F&B minimum spend should be held on Thursday 27 April at 7 pm.</p> <p>Seconded by AB 7 agreed 3 objected 2 abstention</p>	TM
8	Sailing Committee Report	
	<p>BC reported on the following:</p> <p>The SI booklet was in the final proof reading stage.</p> <p>The organisers of the Volvo Ocean Race had approached HHYC to meet to discuss arrangements.</p>	
9	Sail Training Committee Report	
9.1	<p>DF submitted his report by email:</p> <p>Christine Lau, Optimist Team leader would join the Sail Training Centre Committee.</p> <p>Christine had suggested that the club should look at purchasing 420's to allow current sailors when soon reaching the maximum age for Optimists, to continue their sailing. It was also discussed that we should look for a dedicated 420 coach of which there were several in Hong Kong,(this being a popular racing dinghy in the local market).</p>	
9.2	<p>It was further clarified:</p> <p>The 420 dinghy is an entry level boat to the 470 dinghy which is an Olympic class boat. However going straight to a 470 is not recommended. The 420 is both an ISAF and ASAF (International and Asian Sailing Federations) class boat which is where you need to achieve good standing to help you move onto the 470.</p> <p>4 lasers were purchased from Sky-International and one from an ex racer of the club for HK\$ 10K based on Alfie's comments as it was in far better shape than any of ours and a new basic laser costs over HK\$50K. The 4 lasers we purchased from Sky, had been used once at the youth worlds and subsequently checked over by Laser and sold "as new" with new sails and with the manufacturer's warranty from Sky for HK\$41K each. These included top fittings such as carbon tillers and Harken XD packs.</p>	

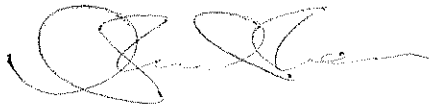
	<p>The cost of identical brand new lasers would have been approx HK\$63K each, thus we saved approx HK\$88K against cost of new ones with same level of fittings, this was considered responsible procurement. We also purchased extra 4 X Laser 4.7 rigs to provide for different levels of sailing.</p> <p>Once we regain a STC Manager a STC business plan will be developed</p>	
9.3	<p>Discussion with Sailability over the storage congestion has taken place and we are reviewing how to make better use of racking, one possibility is by having an electric powered hand operated small fork lift.</p>	
9.4	<p>DF advised he would be joining the Hebe Optimists Team in Thailand at Easter for the Optimists pre-worlds at own cost.</p>	
10	<p>Operations Committee Report</p>	
10.1	<p><u>Safety walkways for Phase 1 boat racks</u></p> <p>Fineview have confirmed that there would be a two month fabrication and one month installation time frame of the safety walkways. Planned completion is July 2017</p>	
10.2	<p><u>Double Landing Platform</u></p> <p>RHKYC have confirmed that they do not wish to remove the blocks/chain's on completion of the final trial period. Therefore, these elements will be owned by HHYC.</p> <p>Cape Marine were supposed to visit the fabrication yard to oversee final assembly but were being unresponsive on progress. International Marina Consultants Bellingham have been approached to provide a design for a similar system in concrete which can be fabricated quickly and cheaply in HK.</p>	
10.3	<p><u>Mooring Inspection</u></p> <p>CW reported that there had recently been discovered that a member had sublet his mooring to another member many years ago. A checking system is now in place to ensure that the right boats are on the correct moorings.</p> <p>A swing mooring inspection of mooring block, chain and shackles has been scheduled for April at a cost of \$168K.</p>	
10.4	<p><u>Security Gate</u></p> <p>CW reported that there had been issues at the main Security gate whereby crew members or RHKYC members wanting to go to Shelter Cove for races had problems in entering the club. The security guards have been given details of boats participating in various races which should make entering verification for non members easier.</p>	
11	<p>Food and Beverage Subcommittee</p>	

11.1	AB had nothing to report.	
12	24 Hour Event update	
12.1	<p>LK presented "Thank you" letters from Sailability and CCF which clearly indicated how the money donated would be used by them. Once all other letter from beneficiaries were received, they would be forwarded to Executive Council for inclusion in the HAB Submission.</p> <p>LK advised that "EOI" letters had been sent to 6 event management companies. 4 have expressed interest and an RFP was currently being drafted to detail further scope of work in assisting the club with the management, sponsorship and promotion of the event.</p> <p>EL proposed that PK once again undertake the lead organisation of the event. PK responded that she would consider taking on the role only under certain conditions.</p>	
13	Club Sustainability Committee Report	
13.1	<p>AG submitted his report by email</p> <p>On March 19th, the Sustainability committee hosted the clubs first "car boot sale", coinciding with the STC open house. A combination of members, and non-members had cars located in the parking lot as a platform to display and sell an eclectic assortment of surplus items. Feedback has all been positive, and we now plan to transform this into a semi-annual event.</p> <p>Sustainability is in the early stages of evaluating a food composting machine that aerobically decomposes excess food from the restaurant. The concept is to divert solid waste destined to landfill into liquid form, suitable to municipal drainage. However initial questions are related to the water consumption of the units, and quantifying the volume of waste currently produced, and matching this with a suitable unit.</p> <p>We have, received a second complete quote for upgrading the drinking water filtration system. We are also seeking the potential usage of a ozone filter system, but as a relatively new technology, further research is required to its suitability on the scale required in the club.</p> <p>We have two upcoming movie nights to launch, awaiting final release for screening rights. Launch dates are slated for May, and June, with an marine / environmental, and sailing theme respectively.</p>	AG
14	New Club Boat	
14.1	<p><u>New Hebe Boat Update</u></p> <p>DH reported that the new club boat was delivered to HHYC on Wednesday 29 March 2017. Sea trials, fueling, antifouling and installation of the fire extinguisher system as well as registration and</p>	

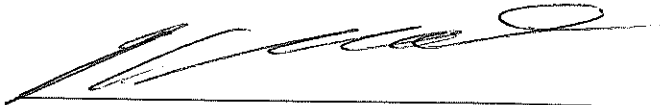
	<p>licensing was now required. Minor variations including installation of additional lighting and payment of bespoke straps for lifting were approved.</p> <p>SOPS will be produced by Management to include log books for maintenance and sailing records.</p> <p>All gave a vote of thanks to DH for his management and oversight of the project</p>	
14.2	<p><u>Naming of Club Boat</u></p> <p>LK presented competition entries for boat name suggestions. She recommended selecting 4 from the list and providing them to the general membership to vote.</p> <p>The following were agreed:</p> <ol style="list-style-type: none"> 1) Hebe Dragon 2) Hebe one 3) Hebe Ho 4) Hebe Spirit <p>SR recommended presenting these at the forthcoming EGM so members who attend may vote at the meeting.</p> <p>(DH left the meeting at 7:45pm after the report and returned at 8:50 pm and left again at 9:00pm)</p>	
15	<p>Power Boat Committee</p>	
15.1	<p>EL advised that had passed on details and photo evidence recording the results of the PBSC visual inspection of inactive and apparent unseaworthy vessels currently at the club.</p> <p>PA recommended that PBSC consult with sustainability before any approved disposal.</p> <p>EL provided an update on research for qualified individuals to operate and teach RYA courses.</p>	
16	<p>AOB</p>	
16.1	<p>PA reported that a sunken boat located near HHYC moorings had been removed by the Marine Department, however there remained a large amount of debris still in the water and he expressed concerns that this not only polluted the water but could cause damage to other boats.</p> <p>CS would follow up.</p>	

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There being no further business the meeting closed at 23:55.
The next meeting is scheduled to take place on the 27th April 2017.



Mr. Chan Chun Keung
Commodore



Mr. Paul Arkwright
Hon. Gen. Secretary

