

# THE HEBE HAVEN YACHT CLUB LIMITED

## Minutes of the Meeting of the General Committee held on Thursday 25th of January 2018.

### Present:

Peter Weiley	PW	Commodore
Mike Randall	MR	Vice Commodore
Eddy Lo	EL	Rear Commodore - Operations Committee
Paul Arkwright	PA	Honorary General Secretary
Don Johnston	DWJ	Honorary Treasurer
William Kwan	WK	Chairperson - F&B / Event Committee
Steve Chu	SC	Chairperson - Sustainability Committee
John (KK) Lo	JL	Chairperson Powerboat Committee
Desmond Ngan	DN	Member
Charles Li	CL	Member
Poon On Kin	POK	Member

### Apologies

Bridget Chan	BC	Rear Commodore Sailing and Sail Training
William Chan	WC	Chairperson - STC Committee
Tommy Tsoi	TT	Chairperson – 24 Hour Committee

### In Attendance:

Lisa Keatley	LK	General Manager
--------------	----	-----------------

The meeting commenced at 1930 at HHYC
---------------------------------------

No.	Item	
1	<b>Approval of the previous minutes</b>	
1.1	<p>Approval of the minutes of the meeting on 14 December 2017.</p> <p>MR proposed that the minutes of the previous meeting be approved.</p> <p>PA Seconded All approved</p>	
2	<b>Matters arising</b>	
2.1	There were no matters arising.	
3	<b>Commodore's Report</b>	
3.1	<p><b><u>Feedback from the members' forum on Logo/Branding issues.</u></b> PW reported that the members' forum had indicated strong support to continue with the original logo, with further requests to update the designs associated with branded collateral.</p> <p>PW will liaise with LK.</p>	PW /LK
3.2	<p><b><u>Reciprocal Club Invitations:</u></b> 1) The Royal Prince Alfred Yacht Club (Sydney). 2) The Royal Hamilton Amateur Dinghy Club (Bermuda)</p> <p>PW proposed that both clubs be accepted as reciprocal members.</p> <p>DWJ Seconded All approved</p>	
3.3	<p><b><u>Nominations Committee</u></b> PW proposed creating a Nominations Committee in order to identify talent within the membership and plan for succession purposes.</p> <p>Following lengthy discussion, it was resolved that this is a sensible suggestion and PW asked for recommendations for potential committee members.</p>	PW
4	<b>Club Development Report</b>	
4.1	<p><b><u>Approval to proceed with procurement of detailed design of repairs to the seawalls adjacent to the old handstand area.</u></b></p> <p>MR highlighted pertinent points in his proposal which was previously circulated by email to members of the GC.</p> <p>Approval is requested to proceed with procurement of an engineering consultancy firm to provide the club with an estimate to produce a detailed design of the work needed to repair the seawalls. It was noted this work was an extension of the Preliminary Design work previously completed by the same Consultant.</p>	CDC

	<p>CDC proposed to allow a budget in the vicinity of HKD 550,000 in total, for the detailed design and other associated work to be undertaken by the engineering consultant.</p> <p>After lengthy discussion on concerns of costs and sole sourcing procurement, DWJ proposed to approve a lump sum spend of HKD 395,000 for the base design costs in order to commence the work required.</p> <p>MR Seconded 2 objections 9 approved.</p>	
4.2	<p><b><u>Approval to obtain Quantity Surveyor services to :</u></b></p> <p>a) Assess costs of seawall repairs b) Assess costs of the Masterplan.</p> <p>MR reiterated the request for approval to obtain services from a quantity surveyor for a budget amount of HKD 300,000 to cost the proposed seawall repairs and facilitate the finalisation of the Masterplan preparatory in its submission to Government.</p> <p>It was resolved to deal with this matter in a separate circulation at another time.</p>	MR
4.3	<p><b><u>Masterplan Update</u></b></p> <p>MR reported that MAP is currently producing a 2018 Masterplan which is different from previous proposals but still meets conditions which CDC believe is what government bureaux will approve while also giving the Club adequate built over area.</p> <p>Once the plan is finalised, discussions will be necessary with DSD, DLO, Highways and Transport Department (regarding the widening impacts of Hiram's Highway), and finally HAB.</p> <p>A members' forum will also be held prior to formal submission.</p>	
4.4	<p><b><u>Email from a member regarding Masterplan Services</u></b></p> <p>PW reported that a member had written to the Club enquiring about the process and reasons for awarding Masterplan Services to the existing company. MR will respond.</p>	MR
5	<p><b><u>Honorary General Secretary's Report</u></b></p>	
5.1	<p><b><u>Members' information forum for proposed changes to the Articles of Association.</u></b></p> <p>PA informed members that he is putting together a PowerPoint detailing an overview of proposed changes to the Articles in order to gauge members' opinions of relevant changes.</p> <p>The forum is scheduled for 3 February 2018</p>	PA

5.2	<p><b><u>New voting system at future General Meetings</u></b></p> <p>PA proposed to use a new voting system service provided by an external company in order to speed up the voting process and allay members' fears that votes are not being recorded honestly and fairly.</p> <p>The cost of the new system is \$7,000 for each event.</p> <p>PA proposed DWJ seconded All approved.</p>	PA
5.3	<p><b><u>Sports Membership</u></b></p> <p>PA introduced a newly proposed category of membership to encourage younger members to join the Club in the hope of attracting greater numbers of active sailors and willing volunteers to engage in various water-related activities.</p> <p>There will be a reduced joining fee; higher F&amp;B minimum spend requirements and certain criteria applied over a four-year commitment period to be eligible to join as a Sports Member and be eligible to transfer to a Senior Associate Member.</p> <p>PA proposed to introduce a Sports Membership category subject to minor amendments of other categories.</p> <p>DWJ seconded All agreed.</p>	PA
5.4	<p><b><u>New Member Applications</u></b></p> <p>6 new member applications were balloted 5 were approved 1 rejected All approved</p> <p>PA circulated and proposed one new application for transfer from Senior to full membership.</p> <p>KK seconded. All approved.</p>	
6	<b>Treasurers Report</b>	
6.1	<p>DWJ highlighted points in the TR for December 2017 including dates for forthcoming events and key milestones for the budget review process.</p> <ul style="list-style-type: none"> <li>The next SGM will be held on Tuesday 20 March whereby ordinary resolutions will be presented and voted upon including increases in the monthly subscriptions of 5.6% and increases to minimum F&amp;B charges and Building Levy by HKD 50 each.</li> </ul>	

	<ul style="list-style-type: none"> <li>A proposal from RemCom will be presented to GenCom at its March meeting.</li> <li>The accounts for November show the following: EBITDA           HKD 0.8 million EBITDA           18.1% Surplus ROR     7.7 %</li> <li>Forecast for FYE March 31, 2018. Annual revenue HKD 53.4 million Annual expenses (excl. depreciation) HKD 38.4 million EBITDA           HKD 10.8 million EBITDA           ROR 20.2%</li> <li>Overdue debtor There is one debtor whose account is overdue well over 60 days, and his account was suspended in December. The member did not appear after an invitation to meet the GC, and therefore, DWJ proposed to terminate the membership and write off the outstanding amount as a bad debt.</li> </ul> <p>MR Seconded All approved</p>	
7	<b>F&amp;B Committee Report</b>	
7.1	<p><b><u>Food and Beverage Subcommittee</u></b> WK reported that there is current discussion regarding free parking for Monday – Thursday evening based on a minimum spend of HKD 300 in the restaurant.</p> <p>The Committee approved a late night transportation allowance for F&amp;B staff of HKD 200.</p>	WK
8	<b>Sailing Committee Report</b>	
8.1	Due to the absence of BC there was no report.	
9	<b>STC Committee Report</b>	
9.1	Due to the absence of WC there was no report.	
10	<b>Operations Committee Report</b>	
10.1	<p>EL reported that a German-based company “One Earth—One Ocean” had requested the Club to provide a base for them to assemble their Catamaran “Seekuh”, an ocean plastic waste collector for the start of a tour of Asia to promote its environmental efforts.</p> <p>The owners of <i>Seekuh</i> will also conduct a tour and talk for HHYC members and possibly organise schools to visit in due course.</p>	
11	<b>Powerboat Subcommittee</b>	
11.1	There was no update on the previous status.	

12	<b>General Manager's Report</b>	
12.1	LK provided key dates for this year including: <ul style="list-style-type: none"> <li>- Staff party: 26 February 2018</li> <li>- Lion Dance: 25 February 2018</li> <li>- Sailors Awards Night and 24hour Cheque Presentation: 9 March 2018</li> <li>- Typhoon Series, First Race: 10 June 2018</li> <li>- Typhoon Series, Final Race: 25 August 2018</li> <li>- 24 Hour Event: 29 &amp; 30 September 2018</li> </ul>	
13	<b>24 Hour Race Event Update</b>	
13.1	Due to the absence of TT there was no report.	
14	<b>Sustainability Committee</b>	
14.1	No meeting has been held, so there is no update on the previous status.	
15	<b>AOB</b>	
15.1	There was no AOB	

There being no further business the meeting closed at 22:30  
The next meeting is scheduled to take place on the 22 March 2018

\_\_\_\_\_  
Mr. Peter Weiley  
Commodore

\_\_\_\_\_  
Mr. Paul Arkwright  
Honorary General Secretary