

THE HEBE HAVEN YACHT CLUB LIMITED

Minutes of the Meeting of the General Committee held on Thursday 22 March 2018.

Present:

Peter Weiley	PW	Commodore
Mike Randall	MR	Vice Commodore
Eddy Lo	EL	Rear Commodore - Operations Committee
Bridget Chan	BC	Rear Commodore Sailing and Sail Training
Paul Arkwright	PA	Honorary General Secretary
William Kwan	WK	Chairperson - F&B / Event Committee
Steve Chu	SC	Chairperson - Sustainability Committee
John (KK) Lo	JL	Chairperson Powerboat Committee
William Chan	WC	Chairperson - STC Committee
Desmond Ngan	DN	Member
Charles Li	CL	Member
Poon On Kin	POK	Member
Tommy Tsoi	TT	Member

Apologies

Don Johnston	DWJ	Honorary Treasurer
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In Attendance:

Lisa Keatley	LK	General Manager
Helena Chung	HC	Translator

The meeting commenced at 1930 at HHYC

No.	Item	
1	Approval of the previous minutes	
1.1	<p>CL requested to include further information in the previous meeting minutes regarding reasons for appointing a consultant for work needed to produce a detailed design for repairs to the Seawall.</p> <p>PW proposed to add a sentence stating that consultant were appointed on the basis that they previously completed the preliminary design and therefore, were recommended for continuity, to prepare the detailed design.</p> <p>The minutes were approved based on the above amendment.</p> <p>PA Seconded All approved</p>	
2	Matters arising	
2.1	<u>Nominations Committee</u>	
	PW reminded members that the current GC composition was half way through the year and there was still a need to determine succession planning for the following year.	
2.2	<u>Logo and Branding</u>	
	PW and LK will action this and report progress at the next meeting.	PW / LK
3	Commodore's Report	
3.1	<u>Items requested for inclusion by CL:</u>	
	<u>- HHYC Organisation Chart</u>	
	<p>CL was given a copy of the HHYC organization chart and stated that in his opinion the proposed increase in head count in the budget was excessive.</p> <p>PW responded that DWJ has already explained the rationale for additional requested headcount in his budget briefing to GC and members who have been given sufficient time to request clarification of these issues.</p>	
3.2	<u>HHYC Boat racks Phase 1</u>	
	<p>CL requested to see the associated costs for building Phase 1 of the boat racks. The breakdown of expenditure was presented.</p> <p>PW reported that the club had received a letter from DLO stating that the boat racks and the garden bar canopy are non compliant with the lease terms. The Club is required to respond to DLO by 9 April 2018.</p> <p>PW advised that he recently met with a Land Consultancy firm who confirmed that they are able to provide appropriate services to negotiate with DLO in order to try and obtain an amendment to the lease so that the boat racks can remain in situ.</p>	

	<p>MR added that the boat racks have already received required approvals from Town Planning and Building Departments and only disapproval from DLO, which unfortunately was only received by the Club between 6 and 18 months after the first two government department approvals had been granted.</p> <p>TT raised concerns that there were no guarantees of any positive outcomes in employing an LCF, PW concurred, but explained that the proposed company was extremely experienced in the area of lease modifications as they specialized in land consultancy issues. PW and MR also noted that the LCF proposed fee was on a success basis, the first tranche of HK\$200,000 would be payable in any event, but the next two tranches of HK\$200,000 each would only be payable on; (1st) the receipt of Basic Terms Offer Letter from Lands Dept; and (2nd) The signing of an amended lease. So while there is no guarantee of success, there is equally no guarantee of full payment without success.</p> <p>WK, TT and BC expressed their views that further quotations should be sought. In this regard. WK requested three working days to obtain alternatives.</p> <p>PW responded that if no other information is received in terms of an equitable offer by 6.00pm on Tuesday 27 March, a vote on appointing said company will need to be taken.</p> <p>Post meeting note: three additional proposals were received and were circulated with a recommendation for approval by the General Committee by 6.00pm on Monday 2 April.</p>	
3.3	<p><u>Briefing Session update for Lesees on Policy review of Private Recreational Leases</u></p> <p>PW reported that he, MR and LK had earlier attended a briefing by HAB. Two main key issues were conveyed in that the Government:-</p> <ol style="list-style-type: none"> 1. Wishes to ensure that PRC holders open their facilities to the public:- 2. Intends to charge clubs a premium upon the lease renewal and every 15 years thereafter, with the first payment due in 2027.- <p>There will be a public consultation period for six months and HHYC will form a working group with other yacht clubs to express collective views to the government on their proposal.</p> <p>PW advised that there will be a club development forum for members in scheduled in May, in order to present the current Masterplan and discuss the proposed government policy.</p>	PW
4	<p><u>Club Development Report</u></p>	
4.1	<p><u>Masterplan Update</u></p> <p>PW presented the latest proposed Masterplan design and advised that when it is eventually submitted to Government, the Club will require</p>	

	<p>approvals for an increase in “built over area” and change of land use.</p> <p>He explained that the current priority is to repair the seawall and install a project office while concurrently preparing the Masterplan for presentation to HAB in order to obtain approval in principle for future development.</p>	MR
5	Honorary General Secretary’s Report	
5.1	<p><u>New Member Applications</u></p> <p>PA proposed two new member applications.</p> <p>KK Seconded All approved</p>	PA
5.2	<p><u>Full Membership Applications</u></p> <p>PA presented three applications for conversion to full membership.</p> <p>PA proposed TT seconded All approved.</p>	PA
5.3	<p><u>Transfer of Membership request upon of a deceased spouse</u></p> <p>PA proposed a transfer of membership to the spouse of a deceased member in accordance with the Byelaws.</p> <p>WK Seconded All approved</p>	PA
6	Treasurers Report	
6.1	<p><u>Budget approval FYE 2019</u></p> <p>PW reported in the absence of DWJ. All GC members had been given the opportunity to attend a budget briefing by DWJ on 10 March 2018.</p> <p>CL raised concerns about proposed salary levels and did not agree with the budget.</p> <p>TT raised concerns about future spending. WK agreed with some parts of the budget but not all recommendations.</p> <p>BC stated that there had been sufficient time to raise these issues prior to the GC meeting.</p> <p>After lengthy discussion. PW proposed that the budget FYE 2019 be approved.</p> <p>BC Seconded 5 Approved 6 against 2 abstained</p> <p>PW re-iterated that during the three hour budget briefing, members had been requested to speak with DWJ directly, but there had been no</p>	

	<p>communication in this regard. He requested that concerns be relayed to DWJ within a week in order to reach consensus and approve the budget by email circulation.</p> <p>PA clarified, by a show of hands, that several of the members voting against or abstaining on the budget approval had not attended the three-hour budget briefing.</p>	
6.2	<p><u>Recommendation for Remuneration Committee</u></p> <p>PW presented headline items in the recommendation from remuneration Committee</p> <ul style="list-style-type: none"> • A median increase of 3.6% • An increase in salary for positions with a high turnover rate by 7.5% • Certain Management staff members, excluding the GM, an increase of 7.5%. • Average total overall increase of 4.7% <p>All other terms and conditions to remain unchanged.</p> <p>PW further explained that we have compared metrics to other clubs and have a higher churn rate but operate on similar ratio levels in terms of salaries.</p> <p>Again CL rejected the proposal and requested to see salary details. PA reminded GC members that their role should be the strategic direction of the club and not micro management of the staff or their salary levels.</p> <p>PW proposed to hold over approval of the motion until the next meeting so GC members could propose questions to the Remuneration Committee. PW noted that the increments, once approved, would be backdated to 1 April 2018 in line with their employment contracts.</p>	GenCom /Members / DWJ
7	Operations Committee Report	
7.1	<p><u>Seawall</u></p> <p>EL expressed his concern over the structural integrity of the condition of the seawall, as a fellow member of OpsCom stated that in his professional experience the existing condition will be unable to support the weight of the new forklift.</p> <p>PW responded that if the Opscom feel that there is imminent danger they should present a proposal to GC.</p> <p>EL reported that an email was send out on 16 March to CDC Officers, awaiting for feedback and further information from the consultant.</p> <p>MR added that CDC was working with a consultant to draw up the detailed design for repairs which also needed BD approval. WK requested to understand the ratio of the proposed fees in the consultant proposal in terms of the split between design and safety enhancements</p> <p><i>Post meeting note from MR: There is no specific item of the scope which looks at the safety of the current sea-wall and reclamation under the fork-</i></p>	

	<p><i>lift access point, but such safety will be part of the overall design scope.</i></p> <p>If there is a safety concern, the consultant should advise us immediately.</p> <p><u>New Forklift</u></p> <p>The forklift arrived at the club on 7 March to be assembled, however soon thereafter, There were issues with the steering, abnormal sounds from the engine and a tyre spontaneously burst while the machine was stationary.</p> <p>MR suggested to obtain an independent report by an inspector based in Hong Kong to understand if all original specifications of the forklift were met be the actual machine that was delivered.</p>	
8	Sailing Committee Report	
8.1	There was no advance report from the sailing committee.	
9	<u>CCTV Update</u>	
9.1	<p>BC had previously submitted a proposal for the procurement of a CCTV provider at a cost of \$480,000 and now asked for approval to proceed.</p> <p>PA Seconded All approved</p>	
10	STC Committee Report	
10.1	No report had been submitted prior to the meeting.	
11	F&B Committee Report	
11.1	No report had been submitted prior to the meeting.	
12	24 Hour Race Event Update	
12.1	<p>TT provided a written update on the 24 hour event.</p> <p><u>Sponsorship</u></p> <ul style="list-style-type: none"> • A Sponsorship team has been formed to assist in fundraising. <p><u>Race Management</u></p> <ul style="list-style-type: none"> • The NOR and entry form have both been updated in the event and club website. • Currently, two international race teams will participate, one team is from Japan. • New awards will be given in this years event: i.e. Inter- Club Cup, Inter schools challenge, Line Honors Trophy, biggest fundraising Team, etc. <p><u>Village</u></p>	

	<p>A meeting with Sai Kung market organization will be held to explore ways to reach more potential sponsors through their contacts.</p> <p>A meeting with the Junior Police Club was held to encourage participation from volunteers, race teams and other types of involvement.</p>	
12	Club Sustainability Committee Report	
12.1	No report had been submitted prior to the meeting.	
13	Power Boat Committee	
13.1	No report had been submitted prior to the meeting.	
14	General Manager's Report	
14.1	There was no report.	
15	AOB	
15.1	<u>Complaint Letter from C-320</u>	
	Due to the late finishing of the meeting, information will be available via email.	

There being no further business the meeting closed at 23:30
The next meeting is scheduled to take place at 7:30pm on 26 April 2018

Mr Peter Weiley
Commodore

Mr Paul Arkwright
Honorary General Secretary