

# THE HEBE HAVEN YACHT CLUB LIMITED

## Minutes of the Meeting of the General Committee

held on Thursday 26 April 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
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
William Chan	WC	Chairperson - STC Committee
Desmond Ngan	DN	Member
Charles Li	CL	Member

### Apologies

Poon Kin On	PKO	Member
Tommy Tsoi	TT	Member

### In Attendance:

Lisa Keatley	LK	General Manager
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The meeting commenced at 1930 at HHYC
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No.	Item	
1	<b>Approval of the previous minutes of the meeting of 22 March 2018.</b>	
1.1	<p>CL questioned why the minutes included information which was not discussed in the previous meeting regarding the proposal from Land Consultants. PW clarified that this was a post meeting note explaining the outcome of the meeting.</p> <p>BC proposed approval of the minutes MR seconded All approved</p>	
2	<b>Matters arising</b>	
2.1	LK reported that all club collateral has reverted back to using the original logo and burgee. Polo shirts were being made incorporating the club burgee and designs would be published on the website.	
3	<b>Commodore's Report</b>	
3.1	<p>PW reminded members of timing of reports and preparation required prior to each GC meeting.</p> <ul style="list-style-type: none"> <li>• A written report shall be passed to the GM's office for circulation to GC members on or before 5pm on the Friday immediately preceding the meeting.</li> <li>• For issues other than regular reports requiring approval, an Executive Summary paper should also be submitted on or before 5pm on the Friday preceding the meeting.</li> </ul>	All
4	<b>Club Development Report</b>	
4.1	<p><b><u>CDC Updated</u></b></p> <p>PW presented proposed plans for "Essential Works" required to improve facility inadequacies and meet statutory requirements.</p> <p>A members forum is scheduled for 29 May to present the said plans and obtain further feedback from members which will then be incorporated into a final plan to be submitted to HAB.</p>	PW
4.2	<p><b><u>Boat Racks</u></b></p> <p>PW explained that in order for the club to build in a "non build" area, permission is required from DLO.</p> <p>In terms of the boat racks, approval was granted by Town Planning and also BD, but still remains subject to a lease modification so DLO approval and HAB policy support are currently outstanding.</p> <p>A lands consultant is assisting the Club to prepare a submission to DLO (which will also be sent to HAB), to regularise both the boat racks and the garden bar canopy.</p> <p>PW has spoken to HAB and informed them of the current issue.</p>	

4.3	<p><b><u>Proposal to engage a Quantity Surveyor to cost the proposed Masterplan</u></b></p> <p>MR explained the CDC proposal to engage a QS to provide indicative estimates of the costs of the “Essential Works” part of the proposed Masterplan for inclusion in the submission of the Masterplan to the membership and then the government.</p> <p>After lengthy discussion, MR proposed that the club award the consultancy to value the first stage of the Masterplan for a maximum lump sum fee of HK\$90,000.</p> <p>BC seconded 5 against 6 in favour 1 abstention</p>	
5	<b>Honorary General Secretary’s Report</b>	
5.1	<p><b><u>New Member Applications</u></b></p> <p>PA proposed to accept five new member applications. Seconded by BC All approved</p>	
5.2	<p><b><u>Full Member Applications</u></b></p> <p>One new application for conversion to Full Member was received.</p> <p>Proposed by PA Seconded by WK All approved</p>	PA
5.3	<p><b><u>Date for AGM</u></b></p> <p>PA confirmed that 18 September 2018 is the scheduled date for the next AGM.</p>	PA
5.4	<p><b><u>AOA Update</u></b></p> <p>PA reported that the AOA is still ongoing but unfortunately is a very time consuming process and he is concurrently working on numerous other club issue. PW proposed that external professional assistance is now required to assist PA in legal aspects of finalising the AOA.</p> <p>No objection</p>	PA
6	<b>Treasurers Report</b>	
6.1	<p><b><u>Proposal to translate existing M&amp;A and ByeLaws</u></b></p> <p>DWJ explained the proposal, previously circulated regarding the Chinese translation of the existing M&amp;A and ByeLaws.</p> <p>The proposal included a two stage process;</p> <p>Stage 1. Commence translation using a legal translator currently vetted and used by the club at a cost of \$32,942.</p> <p>Stage 2. Carry out checking by a qualified lawyer estimated at \$50,000</p>	DWJ

	<p>and include a contingency amount of \$5,000.</p> <p>DWJ recommended that the existing M&amp;A and Bye Laws be translated for a total cost of not more than \$87,942.</p> <p>BC opined that it is not worth to spend money on this at the present time but rather speed up the process of amending the AOA.</p> <p>WK proposed to accept the proposal Two abstentions One objection A majority vote recommended to approve the proposal</p>							
6.2	<p><b><u>Treasurers Report for March 2018</u></b></p> <p>DWJ presented the previously circulated report for the financial year ending March 2019.</p> <p>Actual Annual results for FYE 31 March 2018 are as follows:</p> <p>Annual revenue \$53.0 million (prior year \$50.8 million) Annual expenses (excl depn) \$42 million (prior year \$39.7 million) EBITA \$11.0 million (prior year \$11.2 million)</p> <p>Current bank balances are:</p> <table data-bbox="284 981 767 1084"> <tr> <td>Current HKD</td> <td>\$17,110,378</td> </tr> <tr> <td>Time Deposit HKD</td> <td>\$52,025,000</td> </tr> <tr> <td>Total HKD</td> <td>\$69,135.378</td> </tr> </table> <p>There are two overdue debtors who will be dealt with according to club procedures.</p>	Current HKD	\$17,110,378	Time Deposit HKD	\$52,025,000	Total HKD	\$69,135.378	
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6.3	<p><b><u>Budget Approval FYE 2019</u></b></p> <p>DWJ re-iterated the GC consultation process which had taken place in order to explain the proposed budget for FYE 2019. He also addressed criticism of the budget and provided explanatory responses to the issues in question. He added that remuneration proposals would be addressed in the May meeting.</p> <p>Following lengthy discussion on the topic of the Budget, PW proposed to proceed with a vote to approve the budget.</p> <p>MR Seconded Six in favour Six against</p> <p>PW provided a casting vote to approve proceeding to a vote on the budget.</p> <p>DWJ proposed that the budget FYE 2019 be approved</p> <p>PA seconded Six in favour Six against</p> <p>PW provided a casting vote to approve the budget as presented.</p>							

7	<b>Operations Committee Report</b>	
7.1	EL will prepare a written report for circulation to GC prior to the next meeting	EL
8	<b>Sailing Committee Report</b>	
8.1	No further update	
9	<b>CCTV Update</b>	
9.1	BC provided a project update where completion is scheduled for the end of June.	
10	<b>STC Committee Report</b>	
10.1	WC will submit a written report prior to the next meeting.	WC
11	<b>F&amp;B Committee Report</b>	
11.1	WK will submit a written report prior to the next meeting.	WK
12	<b>24 Hour Race Event Update</b>	
12.1	Due to the absence of TT, no report was provided.	TT
13	<b>Club Sustainability Committee Report</b>	
13.1	SC will submit a written report prior to the next GC meeting.	SC
14	<b>Power Boat Committee</b>	
14.1	KK requested that PW consult with him directly if there were further modifications which PW felt were required to Hebe One.	
15	<b>General Manager's Report</b>	
15.1	No report	
16	<b>A.O.B.</b>	
16.1	<p>WK raised a number of issues which related to Gen Com documents not being made available to him before the meeting. Both MR and DWJ vigorously refuted this (using vernacular) on the grounds that all written proposal's and the Treasurers Report were circulated in both English and Chinese to all Gen Com members by email on Friday, 20 April 2018.</p> <p><i>(Post Meeting Note: Subsequently both MR and DWJ tabled written apologies for the way in which they spoke)</i></p>	

There being no further business the meeting closed at 22:30  
The next meeting is scheduled to take place on the 31<sup>st</sup> May 2018

Mr Peter Weiley  
Commodore

Mr Paul Arkwright  
Honorary General Secretary