

THE HEBE HAVEN YACHT CLUB LIMITED

Minutes of the Meeting of the General Committee held on Thursday 28 June 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
John (KK) Lo	JL	Chairperson Powerboat Committee
William Chan	WC	Chairperson - STC Committee
Charles Li	CL	Member
Tommy Tsoi	TT	Member

Apologies

William Kwan	WK	Chairperson - F&B / Event Committee
Poon Kin On	PKO	Member
Steve Chu	SC	Chairperson - Sustainability Committee
Desmond Ngan	DN	Member

In Attendance:

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

No.	Item	
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1	Approval of the minutes of 31 May 2018	
1.1	MR proposed that the minutes of the previous meeting be approved. Seconded by BC All approved	
2	Matters arising from the previous meeting	
2.1	PW advised that he is unsure how to proceed with forming a disciplinary panel as requested by TT, as he has difficulty in understanding how the situation in question is governed under the M&A, Bye Laws or Committee book. He further stated that there are no independent GC members, so again this proved difficult. BC stated that apologies have already been provided and she personally does not understand what is actually being requested? PA proposed therefore that the issue should be resolved by an informal resolution after the meeting. Seconded by BC 2 abstentions All agreed.	All
2.2	<u>(5.5) Artwork for Hebe Jebes</u> PA reported that he has sourced pricing for mailing the Hebe Jebes's in a paper bag to replace plastic envelopes, however the costs are double the price of plastic, but less than \$1,000 per issue. MR recommended that the paper used is FSC standard certified.	PA
2.3	<u>(15.1) Proposal by TT to establish a independent Committee to review club projects.</u> PW requested an update on progress, TT responded that he is still working on forming a Committee.	TT
3	Commodore's Report	
3.1	PW reported that there have been discussions with RHKYC and ABC regarding the PRL policy review and the Task Force on Land Supply. LK is currently sourcing quotations in order to appoint consultants to compile professional submissions to government on behalf of HHYC and will circulate once received. A members forum will be scheduled in due course to discuss the two issues and provide explanations as to how members can lobby the government directly.	
4	Club Development Committee Report	
4.1	MR reported that CDC are currently working on a draft submission to HAB to approve lease modifications. Discussion with Consultants is ongoing regarding the design work of the seawall.	

	<p>The club's appointed Land Consultants have sent a submission to DLO, copied to HAB, seeking an amendment to the lease to enable the boat racks to remain. DLO have requested further technical information including FS approvals and all documents have now been submitted.</p> <p>MR advised that the Garden Bar Canopy is still an issue and we are considering temporary solutions while we await approval of a lease modification that will allow a permanent facility to be erected</p>	
5	Honorary General Secretary's Report	
5.1	<p>PA proposed that all seven new member applications be accepted.</p> <p>All Approved.</p>	
5.2	The village heads from Pak Sha Wan and Kau Sai Chau have both accepted and submitted applications for Community Membership.	
5.3	PA advised he is currently working on a proposal which will be an improvement upon the current system and provide better checking for when applications are received and reviewed for conversion to full membership.	PA
6	Treasurers Report	
6.1	<p><u>Translation of existing M&A and Bye Laws</u></p> <p>DWJ reported that the translation of the existing M&A and Bye Laws is complete and has been checked. They will now be posted on the website.</p>	
6.2	<p><u>Monthly Financial Statements</u></p> <p>DWJ presented the TR for May 2018, he remarked that the waiting lists for Marine facilities are increasing each month so hence the need for both "Essential Works" and Masterplan requirements to proceed in order to accommodate the growing demand.</p> <p>The finances appear to be in line with budget both on a monthly and full year basis.</p>	
6.3	<p><u>Audited Accounts</u></p> <p>DWJ confirmed that the Auditors report is consistent with the financial performance statements produced by the HHYC accounts department.</p> <p>DWJ proposed that the draft General Committee report and accounts for the year ended 31 March 2018, be approved and adopted and that the audited accounts be signed by the Commodore and the Honorary Treasurer on behalf of the GC and the GC report be signed on behalf of the Committee by the Honorary General Secretary.</p> <p>Seconded by MR All approved.</p>	
6.4	<u>Remuneration Proposal</u>	

	<p>DWJ proposed an overall increase 4.8% to staff salaries</p> <p>Seconded by BC All approved</p> <p><u>Staff Lai See Fund</u></p> <p>DWJ proposed that in line with practice in many other clubs, members be invited to contribute one month's subscription to the staff Lai See fund, or such other amount that the member wishes to nominate in writing and that the Lai See Fund be distributed on a per head basis to all staff without exception.</p> <p>Seconded by PA All approved</p>	
7	Sailing Committee Report	
7.1	BC submitted a written report detailing updates of successes in recent sailing events.	
7.2	<p><u>CCTV Update</u></p> <p>BC reported that 41 out of 50 cameras have been installed and are now working in the club house and car park areas, cable conduits in the boat yard are in progress. The visual quality of the cameras is vastly improved and the project will be completed in mid July.</p> <p>A privacy policy has been drafted and will be circulated.</p>	BC
8	STC Committee Report	
8.1	<p>WC submitted a written report and highlighted the fact that there is positive growth in participation numbers and revenue in STC.</p> <p>The Hebe Dragons competed in a Regatta in Macau and came 1st, 3rd and 5th overall.</p>	
9	Operations Committee Report	
9.1	<p>EL reported on the progress of the double Landing platform. KK requested that a dedicated working group be formed to monitor the project from start to completion and gain further understanding of the clubs obligations and responsibilities.</p> <p>MR suggested that KK provide a list of questions and concerns to the Operations Committee, but in the meantime allow the Operation and Projects Manager to proceed with licensing and placement of both platforms in their required position.</p> <p>All agreed.</p>	KK
10	F&B Committee Report	
10.1	WK submitted a written report prior to the meeting.	
11	24 Hour Race Event Update	

11.1	<p>TT submitted a written report which included engagement of a PR company at a cost of \$38K, to provide media pitching for coverage of the event using online, offline media and social media platforms, press release distribution, pre-event media trial day arrangements and on site media management at the event itself.</p> <p>In terms of sponsorship acquired to date, a main sponsor was yet to be confirmed.</p> <p>LK reported that she has met with the GM of The Pier hotel next to the club and is hoping that the sponsorship proposal will be forwarded to the Director of the holding Company.</p> <p>PW advised that LK has suggested that HHYC make a “seed” donation on an annual basis and requested TT to discuss with DWJ and submit a proposal to GC based on the suggestion.</p>	TT
12	Sustainability Committee Report	
12.1	No report was submitted	
13	Power Boat Committee	
13.1	KK reported that he has implemented further safety measures on Hebe One such as Signage installation of a break glass hammer, fire extinguishers and clearer safety.	
14	General Managers Report	
14.1	<p>LK reminded GC members to submit their AGM reports to the Membership Manager before 5/7/2018.</p> <p>CPSW day has been scheduled for Sunday 16 September 2018.</p>	
15	A.O.B.	
15.1	DWJ reported that he is currently undertaking an exercise to protect all HHYC trade marks by registering them appropriately.	

There being no further business the meeting closed at 21:30
The next meeting is scheduled to take place on the 26 July 2018

Mr Peter Weiley
Commodore

Mr Paul Arkwright
Honorary General Secretary