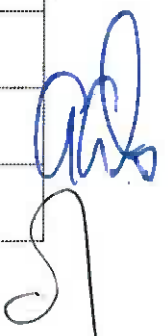


THE HEBE HAVEN YACHT CLUB LIMITED
Minutes of the Meeting of the General Committee
held on Thursday 26 September 2024

Present:

| Name | Member No. | Acronym | Position |
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| Donald William JOHNSTON | J-048 | DWJ | Commodore (in person) |
| Aaron Arthur GOACH | G-164 | AG | Honorary Secretary (in person) |
| James Harvey JESSOP | J-068 | HJ | Rear Commodore—Sailing Development (in person) |
| Eddy Kin Pong LO | L-408 | EL | Rear Commodore—Marine Operations and Facilities (via MS Teams) |
| John Kam Kuen LO | L-311 | KK | Chairperson—Powerboat and <i>Hebe One</i> Committee (via MS Teams) |
| Simon Anthony ROBERTSON | R-148 | SR | Chairperson—24 Hour Dinghy Race Committee (in person) |
| Carolanne BIDDELL | B-280S | CB | Chairperson—Environmental and Social Governance Committee (via MS Teams) |
| David LAM | L-535 | DL | Chairperson—Food and Beverage Committee (via MS Teams) |
| Joseph Chun Pang LAU | L-282 | JL | GenCom Member (in person) |
| Frances Lee HURLEY | H-272 | FH | GenCom Member (via MS Teams) |
| Michael Kenneth SHARP | S-252 | MS | GenCom Member (in person) |
| Clayton YU | Y-142 | CY | GenCom Member (via MS Teams) |
| Apologies: | | | |
| Sonny PAYNE | P-147 | SP | Vice Commodore |
| Daniel Yiu Man CHAN | C-353 | DC | Honorary Treasurer |
| Bridget Yuk Lin CHAN | C-455 | BC | Rear Commodore—Sailing |
| In Attendance: | | | |
| Paul C. ARKWRIGHT | | PA | General Manager (in person) |
| Cali CHEUNG | | CC | Executive Assistant (in person) |
| Katherine TUTSCHEK | | KT | Minute Taker (in person) |
| Helena CHUNG | | HC | Interpreter (via MS Teams) |
| Zelos CHENG | | ZC | IT Manager (in person) |



NOTE: There were twelve resolutions, details of which are recorded in the attached Annex.

| The meeting commenced at 19:00 at HHYC | | |
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| No. | Item | Action |
| 1 | Conduct of the General Committee Meeting | |
| 1.1 | GenCom meeting quorum <ul style="list-style-type: none"> - As a quorum of GenCom members were present (DWJ, AG, HJ, EL, KK, SR, CB, DL, JL, FH, MS, CY), DWJ declared the meeting open. | |
| 2 | Approval of minutes | |
| 2.1 | <ul style="list-style-type: none"> - DWJ thanked PA for circulating the minutes earlier this month. - MS proposed that the minutes of the meeting of the General Committee held on 29 August 2024 be approved. - The proposal was passed by GenCom. (Resolution 1 per Annex) | |
| 3 | Commodore's Report | |
| 3.1 | Incident of verbal abuse from a Club Member toward Hebe One staff <ul style="list-style-type: none"> - A Club Member (Member X) was verbally abusive to Hebe One staff during rescue efforts from a capsized boat. - An initial Incident Report had been filed. PA would ask Rob ALLEN for more details, including if the Incident happened on the water during the rescue mission or afterwards, and confirm witness accounts. Then, GenCom would have a clearer understanding of how to deal with the Incident. <p><i>Post-meeting note: full incident report and all witness statements have been sent to Bob Vart (Marine Incident Investigation previously used for the MOD incident) for confidential third-party independent analysis and subsequent issue of recommendations.</i></p> | PA |
| 3.2 | Draft disciplinary guidelines <ul style="list-style-type: none"> - FH had drafted disciplinary guidelines to ensure the Club was consistent in how it handled disciplinary incidents. - FH, AG, and MS would form a small ad hoc committee to review the guidelines and circulate their assessment to GenCom at least several days before the next GenCom meeting. | FH, AG, MS |
| 3.3 | Annual Report ("blue book") printing timeline <ul style="list-style-type: none"> - PA displayed a timeline for AGM preparations, including the printing and distribution of the Annual Report blue book. DWJ | ALL |

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| | <p>noted the blue book schedule was tight and asked GenCom to review the hard copy which was circulated to them and make any corrections to their section so the print schedule could be met.</p> <p><i>Post-meeting note: the AGM Notice pack and Annual Report (hard copies) were mailed ahead of schedule on 10 October 2024 to all members who had not opted out of receiving hard copies. A follow up email with links to soft-copies of all such documents was then issued to all members on 16 October 2024.</i></p> | |
| 3.4 | <p>Nominations for the Commodore's Cup, Vice Commodore's Cup, and Special Awards</p> <ul style="list-style-type: none"> - DWJ had asked GenCom for nominations for the Commodore's Cup, Vice Commodore's Cup, and Special Awards, but had not received any to date. All nominations must be submitted by 2 October 2024, to ensure there was time to purchase the awards. - DWJ wished to nominate the two sailors who participated in the Olympics. HJ supported that choice. - The Special Awards, if any, would be presented at the beginning of the AGM. | ALL |
| 3.5 | <p>AGM script, PowerPoint and voting system</p> <ul style="list-style-type: none"> - The AGM PowerPoint would be distributed to GenCom for comment approximately three weeks before the AGM. The AGM script would be finished after the PowerPoint was confirmed. - DWJ, AG, PA and ZC visited Lumi's office recently and fixed the order in which resolutions were voted on in the voting platform, so that certain resolutions could be voted on in parallel, saving time. | |
| 3.6 | <p>Pre-AGM meet-and-greet</p> <ul style="list-style-type: none"> - GenCom agreed that as persons holding several key GenCom positions may change at the upcoming AGM, it would be beneficial to hold a meet-and-greet for all GenCom nominees and Members on a separate date before the AGM. - A meet-and-greet was proposed so Members could get to know more about the candidates before voting on them. - The Club would notify Members and nominees of the date, which would be after the self-nomination period. | DWJ/PA |

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| 4 | Honorary Secretary's Report | |
| 4.1 | <p>Balloting Committee:</p> <p>New Member applications - Senior Associate</p> <ul style="list-style-type: none"> - BalCom recommended three Senior Associate Member applications for approval, two of which had been deferred. - MS proposed that the following persons be elected as Senior Associate Members of the Club: (i) Mr Gerard Jean Francois BICHON, (ii) Mr Jack LEE Ka Yue, and (iii) Ms WANG Yan. | |




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| | <ul style="list-style-type: none"> - The proposal was passed by GenCom. (Resolution #2 per Annex) | |
| 4.2 | <p>Honorary Member extensions (RHKYC)</p> <ul style="list-style-type: none"> - BalCom recommended six Honorary Membership extensions for approval for RHKYC officers and general committee members. - GenCom confirmed that the Club had a reciprocal relationship with RHKYC for seven Honorary Memberships. AG and PA would make clear note of this in Club records. - AG proposed that the following Royal Hong Kong Yacht Club Officers and General Committee Members have their Honorary Membership benefits and privileges extended, upon expiration, for a further period not exceeding one (1) year: (i) Vice Commodore Mr David NORTON (N-109), (ii) Honorary Treasurer Mr Joseph CHU (C-602), (iii) General Committee Member Ms Josephine CHENG (C-606), (iv) General Committee Member Mr Dennis CHIEN (C-665), (v) General Committee Member Ms Bonita LEUNG (L-589), and (vi) General Committee Member Mr Claude WONG (W-359). - The proposal was passed by GenCom. (Resolution #3 per Annex) | AG/PA |
| 4.3 | <p>New Honorary Member application (RHKYC)</p> <ul style="list-style-type: none"> - BalCom recommended one new Honorary Membership application for approval for a RHKYC general committee member. - AG proposed that the Royal Hong Kong Yacht Club General Committee Member Mr Bram van OLPHEN be elected as an Honorary Member of the Club. - The proposal was passed by GenCom. (Resolution #4 per Annex) | |
| 4.4 | <p>New Honorary Member (Chinese Olympian)</p> <ul style="list-style-type: none"> - In recognition of her excellence in sailing and time spent at HHYC, JL proposed that the China Olympic Sailing Gold and Bronze Medallist Ms Lily XU Lijia be elected as an Honorary Member of the Club. - The proposal was passed by GenCom. (Resolution #5 per Annex) | |
| 4.5 | <p>New Honorary Members (HHYC Olympians)</p> <ul style="list-style-type: none"> - In recognition of their excellence in sailing, HJ proposed that the three Hong Kong, China Olympic Sailors Mr Nicholas HALLIDAY (former Hebe Dragon), Mr Akira SAKAI (former Hebe Dragon), and Mr Russell AYLSWORTH be elected as Honorary Members of the Club. - The proposal was passed by GenCom. (Resolution #6 per Annex) - The Honorary Memberships would be presented to the recipients at a presentation ceremony. | ALL |

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| | <i>19:36 CB recused herself from the vote, then rejoined the meeting</i> | |
| 4.6 | <p>New Honorary Member (Aviation Club)</p> <ul style="list-style-type: none"> - GenCom agreed to offer an Honorary Membership to the Aviation Club for the first time and would discuss reciprocity at a later date. - AG proposed that the Hong Kong Aviation Club General Manager Ms Bee LUI Bik Shan be elected as an Honorary Member of the Club. - The proposal was passed by GenCom. <p>(Resolution #7 per Annex)</p> | ALL |
| 4.7 | <p>New Honorary Member (VRC)</p> <ul style="list-style-type: none"> - As was customary, MS proposed that the Victoria Recreation Club General Manager Mr Neil DUNN be elected as an Honorary Member of the Club. - The proposal was passed by GenCom. <p>(Resolution #8 per Annex)</p> | |
| 4.8 | <p>New Member application - Term</p> <ul style="list-style-type: none"> - Doug CHAN was admitted as a Senior Associate Member at the August 2024 GenCom meeting (Resolution #5), but now wished to change to a Term Membership. - GenCom agreed that as he had not yet paid his deposit, his Senior Associate Membership had not been activated, and therefore was not yet an official member of the Club, so his request should be treated as a new application for Term Membership. - MS proposed that Mr Douglas CHAN Lap Tak be elected as a Term Member of the Club. - The proposal was passed by GenCom. <p>(Resolution #9 per Annex)</p> | |
| 4.9 | <p>Governance Committee Report</p> <ul style="list-style-type: none"> - There was no meeting this month, and nothing to report. | |
| 4.10 | <p>Membership Working Group Report</p> <ul style="list-style-type: none"> - There was no meeting this month, and nothing to report. The next meeting was scheduled for 21 October 2024. | |
| 4.11 | <p>Sailability Report</p> <ul style="list-style-type: none"> - Sadly, Sailability Hong Kong Chairman, Barry HILL, passed away on 27 August 2024. The Sailability Steering Committee watched his funeral in England via live stream in Hong Kong before the September Sailability meeting. - There would be a memorial in Hong Kong at ABC on 2 October 2024. GenCom members were welcome to RSVP. - HHYC would speak with Kay RAWBONE about sounding eight bells | ALL SR |

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| | <p>to commemorate Mr Hill at sunset at the 24 Hour Race. There was also a memorial message book for condolences in the club Restaurant.</p> <ul style="list-style-type: none"> - Memorial donations to Sailability should be sent via Sailability Hong Kong Limited. <p><i>Post-meeting note: Kay RAWBONE was contacted in connection with commemorating Barry HILL's life and it was noted that she was making private arrangements with Barry HILL's family for such and that the Club should not hold any public ceremony in this regard.</i></p> | ALL |
| 4.12 | <p>Nominating Committee update</p> <ul style="list-style-type: none"> - NomCom had convened its first meeting and was meeting regularly. It was on schedule to complete its duties. - NomCom would post its recommendations on 3 October 2024. The general membership would then have three weeks to nominate anyone else if they wished. - Anyone not recommended by NomCom could still run for GenCom provided they had a proposer and seconder. Those recommended by NomCom did not need any proposer and seconder. | |
| 5 | <p>Honorary Treasurer's Report -- presented by AG</p> | |
| 5.1 | <p>Financial performance for the month ended 31 August 2024</p> <ul style="list-style-type: none"> - The Club generated HK\$170,311 in cash this month with a HK\$5,280 cash deficit from operations. - Marine Operations continued to generate the bulk of revenue for the Club. - FinWG had made good recommendations at its last regular meeting and the minutes had been uploaded to OneDrive. | |
| 5.2 | <p>Adjusted cash mandate for FYE 31 March 2025</p> <ul style="list-style-type: none"> - The Club was still on budget in August, but if cash revenue continued its current trajectory, DC forecast it may fall HK\$1.49 million below the adjusted cash mandate of HK\$5.71 million. - AG noted that the Club was already very good at cutting expenses and had to now focus on growing revenue. - PA was working on garnering more Corporate Memberships as a potential source of revenue. - Despite the fact F&B had not generated a surplus for most of the Club's history (in order to keep prices low and quality high), AG felt it may be worthwhile hiring an F&B consultant as the department appeared to be the largest drain on revenue. - CB and PA noted that events were currently charged to F&B and to help mitigate, going forward the Club would attribute a higher percentage internal revenue to F&B to help better cover their workforce expenses—and achieve a fairer distribution of internal cost allocations. - AG agreed cross accounting was not always a straightforward task, but it was important to be mindful of where expenses were attributed so the Club had a clear picture of cost centre health. | |

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| | <ul style="list-style-type: none"> - DL pointed out that the number of people in the Restaurant had increased significantly in the nine months since creating the F&B Committee. <p>19:58 KK joined the meeting via Teams (previously only listening online)</p> | |
| 5.3 | <p>Overdue debtors (not for release to the general membership)</p> <p>Mr CHENG, Kai Tung Teddy (C-587)</p> <ul style="list-style-type: none"> - Mr Cheng originally had HK\$13,293 outstanding for 1 July-31 August 2024. He had now paid off \$13,000 (the limit of his autopay instruction), and now just had \$293 outstanding. - GenCom agreed no further action was required at this time. | |
| 5.4 | <p>Overdue debtor - Mr HATTON, Anthony James (H-217)</p> <ul style="list-style-type: none"> - Mr Hatton had HK\$21,272 outstanding for 1 June-31 August 2024. - Accounts notified Mr Hatton on 26 July 2024 regarding his outstanding debt, and he replied via WhatsApp that he would settle the balance soon. However, despite regular reminders from Accounts via WhatsApp, telephone, and e-mail since then, he had not responded again nor settled the debt. - Accounts suspended his account as per protocol on 1 September 2024. - DWJ proposed that the Full Member Mr Anthony James HATTON (H-217) be removed from the register of Members pursuant to Article 12.6(c) of the Articles of Association of the Club, and that the outstanding balance on his account be pursued through the Hong Kong Small Claims Tribunal. - The proposal was passed by GenCom. <p>(Resolution #10 per Annex)</p> | |

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| 6 Planning and Works Committee Report -- presented by PA | | |
| 6.1 | <p>Repositioning of PWC and Project Team</p> <ul style="list-style-type: none"> - As PWC and the Project Team received 10 - 20 maintenance job requests, safety-related jobs and other related queries each month, PWC felt it would be beneficial to the Club to include property management services under the remit of PWC and the Project Team. | |
| 6.2 | <p>Marina pile repair</p> <ul style="list-style-type: none"> - Tenders for pontoon pile rectification and repairs were returned on 16 September 2024 and were being assessed by the quality surveyor. - PWC would have a resolution ready for GenCom at the next GenCom meeting, so it could be dealt with before the AGM. | SP |



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| 6.3 | <p>Marina accessibility ramp to pontoons</p> <ul style="list-style-type: none"> - BD had given verbal approval of the marina ramp and was expected to issue an acknowledgement of completion of works in December 2024. | |
| 6.4 | <p>Boat rack safety walkway</p> <ul style="list-style-type: none"> - The General Building Plan would be redrafted and sent for formal approval. | |
| 6.5 | <p>Lease modification</p> <ul style="list-style-type: none"> - LD and CSTB had different definitions of "covered area" regarding maximum site coverage, and CSTB had recently confirmed that they would accept LD's definition. - The Club could not apply to renew its lease until the modifications were approved, and as the estimated timeline for lease modification approval was three to eight months, it would likely push back the timeline for renewal. | SP |

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| 7 | Sailing Committee Report -- presented by JL | |
| 7.1 | <p>Recent Events:</p> <p>Port Shelter Regatta (21-22 September 2024)</p> <ul style="list-style-type: none"> - Two incidents occurred during the race. One was that a RHKYC performance handicap system (PHS) boat got tangled up in a fishing net. The boat was towed back to HHYC and the net removed. - The second incident was that a VXOne capsized and a nearby boat issued a mayday relay call. Both sailors were rescued unharmed by HHYC safety boats, the VXOne was put on anchor, as it proved impossible to tow it in the weather conditions, was retrieved later. - Incident reports had been submitted for both incidents, and an internal investigation was ongoing. | |
| 7.2 | <p>Upcoming Events:</p> <p>China Cup Regatta (31 October - 4 November 2024)</p> <ul style="list-style-type: none"> - The regatta hoped to attract local Chinese sailors. - Those who registered early would get free accommodation. | |
| 7.3 | <p>Voyages Club World Sailing Club Regatta (8-10 November 2024)</p> <ul style="list-style-type: none"> - Some SailCom members were initially hesitant to support this event as Voyages Club was not a member of HKSF; however, their membership was approved at the last HKSF council meeting. - SDC was very much in favour of the Club hosting this event. - Voyages Club would handle race management and arrangements, | |

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| | <p>while HHYC would provide a venue, moorings and F&B.</p> <ul style="list-style-type: none"> - Participants would arrive at HHYC on 8 November and would only be on the docks overnight until ~10am the following morning. - SailCom had already made the necessary arrangements with OpsCom. - PA would get F&B to confirm the F&B arrangements (whether a buffet or burgers, etc.) and ensure there was enough food for everyone. | PA |
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| 8 | Marine Operations and Facilities Committee Report | |
| 8.1 | <p>Marine figures</p> <ul style="list-style-type: none"> - There were no significant changes in financial figures this month. They remained at an acceptable level. | |
| 8.2 | <p>Electric sampan update</p> <ul style="list-style-type: none"> - Production of the electric sampan was on schedule. - EL would notify GenCom once the factory visit was organised. | |
| 8.3 | <p>Fuel cost</p> <ul style="list-style-type: none"> - Fuel costs had not changed. | |
| 8.4 | <p>Marine facilities</p> <ul style="list-style-type: none"> - There were no grandfather rights transfers or change boat requests this month. | |
| 9 | Powerboat and <i>Hebe One</i> Committee Report | |
| 9.1 | <p>Updates</p> <ul style="list-style-type: none"> - The winch circuit relay and the water leak from the port-side exhaust engine pipe on <i>Hebe One</i> had both been fixed. - The maintenance team had acquired a lot of experience and knowledge from repairing <i>Hebe One's</i> engine and electrical devices. This would help the team provide even better service in the future. | |
| 10 | Sailing Development Committee Report | |
| 10.1 | <p>New committee member</p> <ul style="list-style-type: none"> - SDC wished to invite Peter VINNA to join their committee. He was a Club member, an experienced sailor, the father of a Hebe Dragon, and had served on other committees. - HJ proposed that the appointment of the Senior Associate Member Mr Peter VINNA (V-057) as a new Sailing Development Committee Member be ratified. - The proposal was passed by GenCom. | |

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| | (Resolution #11 per Annex) | |
| 10.2 | <p>VXOne update</p> <ul style="list-style-type: none"> - Mr Lau and his son, Andy, were the first Members to complete the VXOne clinic. Mr Lau was now a helm and competed in HHYC keelboat races. This was a positive step for the VXOne pathway. - Theirs was also the only VXOne in the Port Shelter Regatta which did not capsize. | |
| 10.3 | <p>29er Pathway</p> <ul style="list-style-type: none"> - HKSF had approached HHYC to take over the 29er training programme currently run through STA. After considering the offer, HJ and BC ultimately decided not to go forward with it. - However, HKSI offered to donate two 29er boats to HHYC for free, and HHYC sourced another second-hand 29er boat for HK\$20,000. The boats came with six sets of sails. - This would allow HHYC to begin training sailors on 29ers without much financial investment. The Club already had three coaches capable of training students in these boats, and sailors who were interested in learning. BC and SP were in support of the plan. - RHKYC had asked to charter the boats for Hong Kong Race Week. The revenue from this would more than cover the cost of acquiring the boats. - Rob ALLEN had confirmed that the boats were in good condition for training, and that the Club had sufficient space for them. The boats would not take up storage space that could be rented out to other boats. - At a later date, HJ and EL would look at whether storage rental prices would be based on the space or the boat itself. - Sailors would cover maintenance costs for the boats. - DWJ noted that the one-off Cadet Membership fee was not fixed, but subject to adjustments at GMMs. It was important to be clear when conveying this information to Members. - HJ proposed that the Club add to its sail training pathways three second-hand two-handed high-performance sailing skiffs of the "29er" Class, inclusive of sails, rigging and trailers, for the Sailing Centre, with two donated by the Hong Kong Sports Institute and the third purchased by the Club for the amount of HK\$20,000, plus estimated total delivery cost of HK\$5,000 for all three boats, with maintenance clearly designated as the responsibility of the trainee sailors. - The proposal was passed by GenCom. <p>(Resolution #12 per Annex)</p> | <p>HJ/EL</p> <p>HJ</p> |

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| 11 | 24 Hour Charity Dinghy Race Update | |
| 11.1 | <p>Planning updates</p> <ul style="list-style-type: none"> - There were three weeks to go before the race. - The race website went live on 25 September 2024. Around forty | |

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| | <p>boats and teams were expected to enter the race, and HK\$94,580 had been pledged so far, HK\$70,000 of which from Knight Frank.</p> <ul style="list-style-type: none"> - SR asked for support and donations from GenCom and the general membership. - The cheque presentation would take place on 20 November (after the 14 November AGM), but SR requested DWJ still participate as he was Commodore when the race took place. - After the race, GenCom would discuss how funds would be distributed amongst the five charities. | <p>ALL</p> <p>DWJ</p> <p>ALL</p> |
| 11.2 | <p>Administrative issue with a donation from St James Place</p> <ul style="list-style-type: none"> - Last year St James Place, a blind trust, agreed to donate HK\$100,000 to distribute amongst five charities (\$20,000 each). Each charity had to apply to receive the funds, but some did not apply until this year. - This year the trust pledged HK\$250,000 (\$50,000/charity), but as the trust was only permitted to donate a maximum of HK\$125,000 per charity per year and most charities did not apply to receive last year's funds until this year, the trust could not donate more this year. - SR & PA would meet with the trustees on 27 September 2024 and suggest the trust commit to donating \$25,000 per charity per year for the next three years, so the charities would still receive the money that was earmarked for them. However, this money would not be included in the balance of funds raised for this year's race. - SR would also see if St James's Place was interested in getting more involved in the race, purchasing a Corporate Membership, or supporting the Club in other ways. | |
| 11.3 | <p>Race day F&B arrangements</p> <ul style="list-style-type: none"> - F&BCom reviewed the menus offered by the three outside F&B vendors hired for the event and deemed them satisfactory. DL was also okay with the changes SR made to HHYC's F&B arrangements. - For the first time, in the interests of reducing costs, the Club would only provide snacks (including popcorn) and beverages instead of having a full kitchen. - SR confirmed that tea, coffee and simple snacks would also be provided by HHYC in the boatyard from midnight to 7.00 am. | <p>PA/DL</p> |
| 12 | Environmental and Social Committee Report | |
| 12.1 | <ul style="list-style-type: none"> - The report was taken as read. | |
| 13 | General Manager's Report | |
| 13.1 | <p>General updates</p> <ul style="list-style-type: none"> - The Club had a new Safety Officer, Edmond YIP, who began work 2 September 2024. - There was no major damage from the T8 super typhoon Yagi on 5 | |

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| | <p>September 2024.</p> <ul style="list-style-type: none"> - Self-nomination forms for GenCom positions would be ready for distribution on 3 October 2024. | |
| 13.2 | <p>Slipway accident</p> <ul style="list-style-type: none"> - A sailing student hit his lip while jumping off a boat onto the pontoon. An incident report was filed, and Carol would put the student's family in contact with the Club's insurer regarding medical expenses. - In order to prevent another similar incident occurring, the Club had investigated the incident. safety training would be enhanced—including mandatory PTE training to ensure children boarded/disembarked from boats more safely. | |
| 13.3 | <p>Bart's Bash (14 September 2024) review and troubleshooting</p> <ul style="list-style-type: none"> - Bart's Bash was a fantastic success on the water; however, there were issues with the lunch service, with some sailors having long waits to get their food, and some missing out altogether. - The delay was because orders were being taken one-by-one and burgers were served from the kitchen instead of the barbecue (which would have been faster). - In future, the Club would have guests pre-pay for their lunch before the event and give them a F&B wristband to wear. - The Club already had a policy where any regatta with a guaranteed order of 25 or more burgers would be cooked on the barbecue. The F&B Manager would be reminded of this policy for future events. - GenCom agreed that all staff, managers, departments, and committees should look at their responsibilities in a broader context and take the initiative to communicate with each other and follow up on tasks to see that they were properly carried out—especially preparing and heeding Event Orders. - In future, the Club would work to better estimate the amount of food needed for an event based on the Event Order taking into account number of participants from previous years, then update as required prior to the event. - On the day of the event, PA was on annual leave and the F&B Manager and Facilities & Operations Manager were both on regular days off. The Club had subsequently updated its leave policy, so that the F&B Manager and Facilities & Operations Manager could not take leave/regular days off during a club event when the GM was on annual leave. - GenCom agreed there must also be Membership representatives at future events to promote Club membership. - PA apologised and would update GenCom on further measures implemented to help address these issues. | PA/DL |
| 13.4 | <p>Familiarising new Members with key staff and management</p> <ul style="list-style-type: none"> - DL suggested the Club make a point of introducing new Members to key staff and management, such as HODs, the F&B Manager, as | |

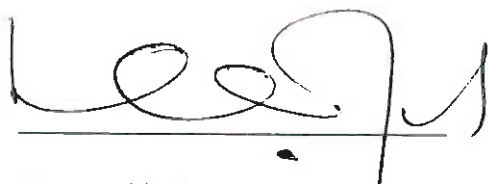
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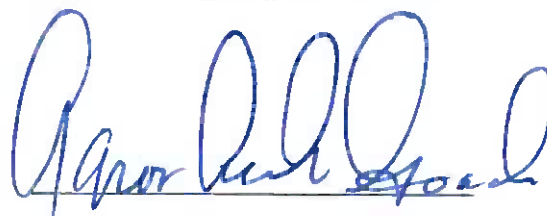
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| | <p>well as key Operations and Marine staff, so they understood how the Club worked and knew who to contact for different issues.</p> <ul style="list-style-type: none"> - PA agreed and would put up a small board of staff pictures in the restaurant to help publicise this. New Members were also introduced to management at new Member events. | PA |
| 13.5 | <p>Port Shelter Regatta mayday incident</p> <ul style="list-style-type: none"> - Further to Item 7.1 of these minutes, GenCom thanked Rob Allen and those aboard the rescue boat and <i>Hebe One</i> for carrying out a successful rescue in very difficult conditions. - Despite the Race Officer having checked the forecasts and having radar, the inclement weather during the race came unexpectedly. - SR noted that HHYC was not a professional emergency service provider and the mayday call should have gone to MarDep. - The Club would install better VHF radios on its safety boats and would consider not allowing sports boats to participate in future coastal regattas. | PA ALL |
| 14 | Food and Beverage Committee Report | |
| 14.1 | <p>Updates</p> <ul style="list-style-type: none"> - Eleven items were removed from the menu to help focus on popular items, reduce food wastage and further save costs. - A Ploughman's Lunch would be added to the menu soon. - The Wok with <i>Hebe dai pai dong</i> event was a success, and the kung fu master was a hit with guests. This was the second time an F&B event had made a surplus. - PA was working with the F&B Manager to review restaurant figures and decide whether it was financially advantageous to open the Restaurant later on Mondays-Thursdays. <p><i>Post-meeting note: a review of restaurant revenues across the year, showed that there was still enough revenue being generated during the breakfast period to justify opening it at 9.00am on Monday – Friday. Therefore, no change was recommended to the existing opening hours. Rather, the F&B team would enhance the quality of the breakfasts—especially with bread variety and look into procuring a better coffee machine.</i></p> | |
| 15 | Human Resources Committee Report | |
| 15.1 | <ul style="list-style-type: none"> - The report was taken as read. | |
| 16 | AOB | |
| 16.1 | <p>Mold in the Club -- SR</p> <ul style="list-style-type: none"> - SR noticed there was mold on the ceilings and walls of PSWC and the clubhouse. - PA confirmed that cleaning and remedial work had been arranged and would commence shortly. | |

| | | |
|------|--|--------|
| | <ul style="list-style-type: none"> - The Club had also made insurance claims for two burst pipes in PSWC, which had exacerbated mold in the multifunction room, which would also be addressed shortly. <p><i>Post-meeting note: repair and renovation works were carried out on the ceiling in the Restaurant and Washrooms to resolve the issue. The works for PSWC were scheduled for November.</i></p> | |
| 16.2 | <p>Safety boats near end of life -- SR</p> <ul style="list-style-type: none"> - Safety boats needed to be fit for purpose, and the current ones were nearing end of life. - DWJ confirmed the Club had enough cash for this important unbudgeted item and could look at replacing them before the end of the financial year. | PA/DC |
| 16.3 | <p>Overnight medical support for the 24 Hour Race -- SR</p> <ul style="list-style-type: none"> - St John's could not provide medical service overnight for the race this year, and the race committee actively seeking another provider for less than HK\$15,000 / volunteers. - PA would recommend a back-up team for HK\$5,000/day. DWJ would also make enquiries. | PA/DWJ |

There being no further business, the meeting closed at 21:48 hrs.
The next meeting was scheduled to take place at 19:00 hrs on 31 October 2024.



Mr Donald Johnston
Commodore



Mr Aaron Goach
Honorary Secretary



ANNEX

MEETING OF THE GENERAL COMMITTEE HELD ON 26 SEPTEMBER 2024

RESOLUTIONS

Resolution #1

THAT the minutes of the meeting of the General Committee held on 29 August 2024 be approved.

Proposer: MS; Seconder: JL

PASSED (For: 10; Abstain: 1 (SR); Absent: 4 (SP, BC, DC, KK))

Resolution #2

THAT the following persons be elected as Senior Associate Members of the Club: (i) Mr Gerard Jean Francois BICHON, (ii) Mr Jack LEE Ka Yue, and (iii) Ms WANG Yan.

Proposer: MS; Seconder: HJ

PASSED (For: 11; Absent: 4 (SP, BC, DC, KK))

Resolution #3

THAT the following Royal Hong Kong Yacht Club Officers and General Committee Members have their Honorary Membership benefits and privileges extended, upon expiration, for a further period not exceeding one (1) year: (i) Vice Commodore Mr David NORTON (N-109), (ii) Honorary Treasurer Mr Joseph CHU (C-602), (iii) General Committee Member Ms Josephine CHENG (C-606), (iv) General Committee Member Mr Dennis CHIEN (C-665), (v) General Committee Member Ms Bonita LEUNG (L-589), and (vi) General Committee Member Mr Claude WONG (W-359).

Proposer: AG; Seconder: MS

PASSED (For: 11; Absent: 4 (SP, BC, DC, KK))

Resolution #4

THAT the Royal Hong Kong Yacht Club General Committee Member Mr Bram van OLPHEN be elected as an Honorary Member of the Club.

Proposer: AG; Seconder: MS

PASSED (For: 11; Absent: 4 (SP, BC, DC, KK))

Resolution #5

THAT the China Olympic Sailing Gold and Bronze medallist Ms Lily XU Lijia be elected as an Honorary Member of the Club.

Proposer: JL; Seconder: HJ

PASSED (For: 11; Absent: 4 (SP, BC, DC, KK))

Resolution #6

THAT the three Hong Kong, China Olympic Sailors Mr Nicholas HALLIDAY (former Hebe Dragon), Mr Akira SAKAI (former Hebe Dragon), and Mr Russell AYLSWORTH be elected as Honorary Members of the Club.

Proposer: HJ; Seconder: FH

PASSED (For: 10; Recuse: 1 (CB); Absent: 4 (SP, BC, DC, KK))

Resolution #7



THAT the Hong Kong Aviation Club General Manager Ms Bee LUI Bik Shan be elected as an Honorary Member of the Club.

Proposer: AG; Seconder: FH
PASSED (For: 11; Absent: 4 (SP, BC, DC, KK))

Resolution #8

THAT the Victoria Recreation Club General Manager Mr Neil DUNN be elected as an Honorary Member of the Club.

Proposer: MS; Seconder: AG
PASSED (For: 11; Absent: 4 (SP, BC, DC, KK))

Resolution #9

THAT Mr Douglas CHAN Lap Tak be elected as a Term Member of the Club.

Proposer: MS; Seconder: SR
PASSED (For: 11; Absent: 4 (SP, BC, DC, KK))

Resolution #10

THAT the Full Member Mr Anthony James HATTON (H-217) be removed from the register of Members pursuant to Article 12.6(c) of the Articles of Association of the Club, and that the outstanding balance on his account be pursued through the Hong Kong Small Claims Tribunal.

Proposer: DWJ; Seconder: MS
PASSED (For: 12; Absent: 3 (SP, BC, DC))

Resolution #11

THAT the appointment of the Senior Associate Member Mr Peter VINNA (V-057) as a new Sailing Development Committee Member be ratified.

Proposer: HJ; Seconder: SR
PASSED (For: 12; Absent: 3 (SP, BC, DC))

Resolution #12

THAT the Club add to its sail training pathways three second hand two-handed high-performance sailing skiffs of the "29er" Class, inclusive of sails, rigging and trailers, for the Sailing Centre, with two donated by the Hong Kong Sports Institute and the third purchased by the Club for the amount of HK\$20,000, plus estimated total delivery cost of HK\$5,000 for all three boats, with maintenance clearly designated as the responsibility of the trainee sailors.

Proposer: HJ; Seconder: AG
PASSED (For: 12; Absent: 3 (SP, BC, DC))

-End-

