

THE HEBE HAVEN YACHT CLUB LIMITED
Minutes of the Meeting of the General Committee
held on Thursday 19 December 2024

Present:

Name	Acronym	Position	Attendance mode
Sonny PAYNE	SP	Commodore	In person
Aaron Arthur GOACH	AG	Vice Commodore	In person
Michael Kenneth SHARP	MS	Honorary Secretary	Zoom
Daniel Yiu Man CHAN	DC	Honorary Treasurer	In person
Bridget Yuk Lin CHAN	BC	Rear Commodore—Sailing	In person
James Harvey JESSOP	HJ	Rear Commodore—Sailing Development	In person
Eddy Kin Pong LO	EL	Rear Commodore—Marine Operations and Facilities	Zoom and WhatsApp
Carol Anne BIDDELL	CB	GenCom Member Chairperson—Environmental and Social Committee; and F&B/House/Events Committee	In person
Simon Anthony ROBERTSON	SR	GenCom Member	Zoom
Frances Lee HURLEY	FH	GenCom Member	Zoom
David Nigel FRANCIS	NF	GenCom Member	In person
Mark ASHTON	MA	GenCom Member	In person
Stuart David PRYKE	StP	GenCom Member	In person
Apologies:			
David LAM	DL	GenCom Member	
John Kam Kuen LO	KK	GenCom Member Chairperson—Powerboat and <i>Hebe One</i> Committee	
In Attendance:			
Katherine TUTSCHEK	KT	Minute Taker / Recorder	In person
Helena CHUNG	HC	Interpreter	Zoom

NOTE: The five resolutions arising out of the meeting are recorded in the attached Annex.

The meeting commenced at 19:00 at HHYC

No.	Item	Action
1	Administrative matters	
1.1	Quorum - SP confirmed a quorum was present (SP, AG, MS, DC, BC, HJ, EL, KK, CB, SR, FH, NF, MA) and declared the meeting open.	-
1.2	Minutes of the GenCom meeting on 28 November 2024 - SP noted that GenCom had approved the minutes of the GenCom meeting on 28 November 2024 via WhatsApp poll and the minutes had already been uploaded to the Club's website prior to the meeting.	-
1.3	Update on change of liquor license holder - SP noted that the reserve holder of the liquor license cannot be changed without making a new application for both primary and reserve liquor license holders. It was agreed to hold off on such an application until June 2026 (when the current license expires).	-
2	Amendments to the Club's Bye-laws	
2.1	- SP had circulated proposed amendments to the Bye-laws in earlier in the week. SP clarified that the proposed amendments did not materially change any of the Bye-laws, but merely updated the definitions and cross-referencing to align with the 2022 version of the Articles of Association that the Club. - SP proposed a resolution that the amended Bye-laws be adopted by the Club. The proposal was duly passed. <i>(see Annex, Resolution #1)</i>	SP (Jessica Yau)
3	Finance matters	
3.1	Honorary Treasurer's Report - DC noted there was a cash deficit of ~HK\$91,000 this month, which was below budget for FYE 2025. Actual plus projected EBTDA was HK\$1.90 million below budget for FYE 2025 (HK\$1.87 million vs. HK\$3.77 million). However, the fact that the Club has made a surplus this year was a substantial improvement on the deficit of approx. \$2.5m for FYE 2024. - DC explained that management were working to address the deficit by reducing costs through staff restructuring. - DC noted that FinCom would conduct a quarterly review of finances in January 2025. <i>19:08 StP joined the meeting</i>	-
3.2	Overdue debtors - DC presented a list of overdue debtors and a discussion was held. <i>(Details of discussion excluded from these minutes for confidentiality reasons)</i>	

4	Human Resource matters	
4.1	<p>Update on the search for a new general manager</p> <ul style="list-style-type: none"> - SP noted that the last day of employment of Paul Arkwright (the current General Manager) is 10 February 2025 and that he would be returning from leave on 10 January 2025. - It was agreed that Billy Ng remain as acting General Manager during this time and that Paul Arkwright would be invited to take up tasks such as written appraisals, handover notes and research into modernizing the Club's IT infrastructure. It was agreed that SP would speak with PA about this arrangement. - GenCom agreed to post a recruitment advertisement for the GM role in early January 2025. SP would work with HRCom to prepare a job description and circulate it to GenCom for their approval before posting it. Details of remuneration and benefits would be decided later and not be included in the advert. - MA noted that it may be an appropriate time to evaluate the remit of the respective duties and responsibilities of the GM, F&B Manager and Marine Manager. 	SP/ALL
5	Food and Beverage matters	
5.1	<p>Proposals from Oliver SCHUMANN</p> <ul style="list-style-type: none"> - SP explained that Oliver Schuhmann (F&B business consultant) had suggested three proposals to improve operations, namely: (i) reducing the menu; (ii) increasing the prices on the menu by approx. 10%; and (iii) reduce and restructure the kitchen staff with a focus on multi-tasking. - GenCom agreed in principle with the proposals, with specifics to be determined. - SP noted that the proposals were planned to be implemented in the New Year. - NF noted that the Club's pricing for alcoholic beverages seemed high by comparison with other Clubs. SP agreed to ask Oliver to review. <p>[Post-meeting note: The day after the meeting, SP e-communicated to GenCom a fourth proposal suggested by Oliver Schuhmann, namely, to bring forward the last order for food earlier from 10pm to 8pm or 8:30pm, since it was rare that members ordered food after this time and the Club was paying overtime rates for the kitchen staff during this period. Following e-discussion by GenCom, it was agreed to make the last call for food to 8:30pm on Monday to Thursday]</p>	SP / OS
5.2	<p>Management of public relations and events</p> <ul style="list-style-type: none"> - SP noted that Oliver Schuhmann had also recommended that the Club hire an events manager with a view to improving the organization / implementation of the Club's events, as well as to increase revenue by renting out the Garden Bar for events such as weddings. - Following discussion, it was apparent that there was a diversity of views within GenCom on the need for / role of an events manager. One view was that events should fall under the remit of 	All

	<p>the F&B Manager. Another view was that the Club should create a new management role with a much broader and strategic remit, covering PR, marketing and communications, as well as events. It was agreed to park the discussion on this issue for the time being.</p> <ul style="list-style-type: none"> - CB noted that there was currently considerable confusion amongst management / staff in the area of Club's events and membership promotional, which had resulted in certain staff members becoming frustrated / distressed. SP noted that he had observed the same and would speak to those concerned. 	SP
6	Membership matters	
6.1	<p>New Member application -- Senior Associate</p> <ul style="list-style-type: none"> - MS informed the meeting that an interview had been held with Ms Ah Hung WONG, and that the interviewers had recommended her for election as a Senior Associate Member of the Club. - The proposal was passed by GenCom. <p><i>(see Annex, Resolution #2)</i></p>	MS / (Jessica Yau)
6.2	<p>New Member application - Associate II</p> <ul style="list-style-type: none"> - CB informed the meeting that an interview had been held with Ms Ying Tung KWOK, and that the interviewers had recommended her for election as an Associate II Member of the Club. - The proposal was passed by GenCom. <p><i>(see Annex, Resolution #3)</i></p>	MS / (Jessica Yau)
6.3	<p>New Member application - Term</p> <ul style="list-style-type: none"> - AG informed the meeting that an interview had been held with Dr Jeffery Wai Chau CHENG, and that the interviewers had recommended him for election as a Term Member of the Club. - The Club would follow up with Mr Cheng regarding sponsorship and volunteering. - The proposal was passed by GenCom. <p><i>(see Annex, Resolution #4)</i></p>	MS / (Jessica Yau)
6.4	<p>Community Member transfer request</p> <ul style="list-style-type: none"> - Mr Mark James BRADSHAW had requested to transfer from a KG5 Community Membership to an ESF Community Membership. - GenCom would wait to evaluate his request until it had confirmed whether ESF had a Community Membership at the Club and the number of nominees to which it was entitled. - GenCom agreed to review the Club's list of Community Members to ensure it was still relevant. 	MS / (Jessica Yau)
6.5	<p>Legacy and Sports memberships</p> <ul style="list-style-type: none"> - MS noted that MemWG have proposed that the Club create Legacy and Sports memberships. - NF expressed the view that this would likely create more little-used categories of membership. - GenCom agreed to adjourn discussion to the next meeting. 	All

7	Subcommittees 2024-25	
7.1	- SP proposed to finalize / approve all subcommittees, chairs and constituent members through email after this meeting.	SP
8	Sailing Committee Report	
8.1	Upgrading of VHF radios on <i>Hebe One</i> and ribs - GenCom agreed to task the acting General Manager, Billy Ng, with sourcing an expert to look at upgrading the VHF radios on <i>Hebe One</i> and the ribs.	SP / (Billy Ng)
8.2	“Meet Lily XU” event at HHYC - SP noted that the visit and talk by Lily Xu on 17 December went very well and was well attended. - GenCom applauded BC for taking the initiative to arrange the event.	-
8.3	Racing at HHYC - MA suggested looking at ways to attract more large racing boats to the Club to re-establish HHYC’s racing reputation. - SR suggested looking first at what members’ central interests were, as well as the future of the Club in the next decade or two.	All
9	Sailing Development Committee Report	
9.1	- The report was taken as read.	
10	Marine Operations and Facilities Committee Report	
10.1	Adjusted carpark fees - SP noted that EL was on a flight, so the report was taken as read. - SP proposed (on behalf of EL) that carpark fees be adjusted to HK\$10/hour on weekdays and HK\$15/hour on weekends and public holidays effective 15 December 2024 to 31 March 2025. - The proposal was passed by GenCom. <i>(see Annex, Resolution #5)</i> - AG suggested reallocating some parking spots to hardstand space. CB noted that the Club was required to retain a minimum number of car park spaces.	(Billy Ng) -
10.2	Use of empty guest berths - SP raised an issue (on EL’s behalf) that many guest berths remained empty for long periods of time and suggested that the Club should consider renting out these berths to Members on the waiting list for periods up to 6 months. SP agreed to discuss further with EL in the context of the Bye-laws.	SP / EL
10.3	Increase of penalty for overstaying on dock - SP suggested (on EL’s behalf) to consider an escalating penalty for members who overstayed the permissible time on the dock. SP agreed to discuss further with EL in the context of the Bye-laws.	SP / EL

10.3	<p>Staff member purchasing fuel for the Club</p> <ul style="list-style-type: none"> - Further to the same point raised at the last meeting, NF suggested the Club acquire a commercial van with commercial insurance for the purpose of transporting petrol. 	(Billy Ng)
11	<p>Powerboat and <i>Hebe One</i> Committee Report</p>	
11.1	<ul style="list-style-type: none"> - The report was taken as read. <p><i>20:32 FH left the meeting</i></p>	
12	<p>Environmental and Social Committee Report</p>	
12.1	<ul style="list-style-type: none"> - Further to last meeting's discussion, SP and CB had considered combining ECom with PWC, but felt it would be better for the two committees to just work together as needed. - ECom requires a new chair if it is to continue. 	All
13	<p>Planning and Works Committee Report</p>	
13.1	<p>Proposals for funding</p> <ul style="list-style-type: none"> - SP explained that he would circulate three proposals and supporting documents for GenCom's discussion after this meeting: <ul style="list-style-type: none"> (1) A proposal to appoint a contractor for marina pile repairs. After shortlisting tenders and negotiating the price down, SP confirmed the works would cost ~HK\$7.5 million (3 million over budget, but roughly half the price of many tender quotes) and take roughly one year to complete. (2) To appoint a contractor to upgrade the Club's fire services system so the Club could renew its HAD license at a cost of approx. \$200k. (3) A variation to Buro Happold's consultancy agreement for the Club's power supply and lightening protection at a cost of \$200k. 	SP
13.2	<p>Lift / Garden Bar Annex works</p> <ul style="list-style-type: none"> - SP explained that the lift works had been delayed by an unmarked CLP cable, which had now been successfully diverted and that excavation works would commence in early 2025. - StP suggested that the balcony decking should be replaced as part of the Lift / Garden Bar Annex works. <p><i>20:41 EL and HC left the meeting</i></p>	
14	<p>24 Hour Charity Dinghy Race Committee Report</p>	
14.1	<p>Establishment of 2025 race committee</p> <ul style="list-style-type: none"> - MA noted a potential chair for the committee had been found. - SR noted that if a non-GenCom member would be chairing the committee, the Committee Handbook would need to be updated accordingly. 	MA

15	AOB	
15.1	<p>Discussion on whether to lift the ban on a non-member</p> <ul style="list-style-type: none"> - MA noted that a non-member (“X”) had been banned indefinitely from the Club’s premises by a resolution of a previous GenCom in September 2023 and suggested that it was time that the ban be lifted or reassessed. - MA further expressed that he considered the way in which the ban was imposed was out of step with the intent of the Club’s disciplinary procedures (as contained in Appendix G of the Committee Handbook) and wished it to be noted for the record that he strongly disagreed with such an approach. - It was noted by those on GenCom at the time the resolution was passed that the ban was imposed for multiple incidents (not just a single incident) and that X had never sought to apologize following the ban, which showed a lack of contrition. Instead, X had defiantly violated the ban on more than one occasion (including very recently on 7 December 2024) and had refused to leave the Club premises when asked to do so. - NF further noted that the Club has no obligation to follow the same disciplinary process that it follows for members and that it is clear from the plain reading of Appendix G that it only applies to members. - It being apparent that there was insufficient support, no resolution was proposed to lift or reassess the ban on X. 	-
15.2	<p>Buffet lunch on 20 December 2024</p> <ul style="list-style-type: none"> - CB reminded GenCom there was a buffet at 7.00 pm on 20 December 2024, but clarified that it was not free for attendees. 	-
15.3	<p>Christmas well-wishes</p> <ul style="list-style-type: none"> - SR wished everyone a Merry Christmas and said he looked forward to seeing them all in 2025. The rest of GenCom echoed this sentiment. 	-
<p>There being no further business, SP closed the meeting at 20:59 hrs. The next meeting was scheduled to take place at 19:00 hrs on 16 January 2024.</p>		

Mr Sonny Payne
Commodore

Mr Michael Sharp
Honorary Secretary

ANNEX

MEETING OF THE GENERAL COMMITTEE HELD ON 219 DECEMBER 2024

RESOLUTIONS

Resolution #1

THAT the Club adopt the proposed amendments to the Bye-laws (as per the draft tabled before the Committee) which are solely aimed at updating the definitions and cross-referencing to align with the 2022 version of the Articles of Association.

Proposer: SP; Seconder: AG
PASSED (For: 13; Absent: 2 (DL, StP))

Resolution #2

THAT Ms Ah Hung WONG be elected as a Senior Associate Member of the Club.

Proposer: CB; Seconder: MS
PASSED (For: 14; Absent: 1 (DL))

Resolution #3

THAT Ms Ying Tung KWOK be elected as an Associate II Member of the Club.

Proposer: CB; Seconder: MS
PASSED (For: 14; Absent: 1 (DL))

Resolution #4

THAT Dr Jeffery Wai Chau CHENG be elected as a Term Member of the Club.

Proposer: CB; Seconder: AG
PASSED (For: 14; Absent: 1 (DL))

Resolution #5

THAT carpark fees be adjusted to HK\$10/hour on weekdays and HK\$15/hour on weekends and public holidays effective 15 December 2024 to 31 March 2025.

Proposer: SP; Seconder: CB
PASSED (For: 14; Absent: 1 (DL))

-End-