



ASSOCIATION OF THAMES YACHT CLUBS

Officers Meeting

Held at the Club House, Mill Island

Sonning, RG4 6TW

On 1st August 2012

Minutes

Meeting started at 20:00

Officers present

Michael Shefras	MS
David Jones	DJ
Jeremy Schomberg	JS
Mike Chambers	MC
Dave Hansell	DH
Andy Soper	AS
Bob Smith	BS
Gaby Chambers	GC
Dave Biggin	DB Host

1. Chairman's opening statement

MS Thanked officers for coming to this important meeting prior to the Rally and I thank, our Host Dave Biggin.

Colin Law has indicated that he will not continue as an Officer. We will consider this and other Officer matters at our next meeting

On to the Business

2 Apologies

Apologies received from

Warwick Morgan	WM
Terry Sharpe	TS

..

3. Confirm Minutes of previous meeting

Minutes were passed by consensus. Minutes were signed by **MS** and archived

4. Matters Arising

All action points from the previous meeting have been carried out, however due to the nature of some of the action points they will be dealt with during the process of the meeting.

5. Officers reports

JS Honorary Secretary – Just to re-iterate the point that if you have a report or information that you wish to have recorded in the minutes can you please supply this by e-mail so it can be added. This will avoid items being misrepresented or missed out.

The past couple of months have been extremely difficult and ensuring that minutes are out in a timely fashion has not been satisfactory. **JS** offered the officers the option to go for a new secretary, this was declined however the point was made that if difficulties are being experienced then please ask for help rather than ignore the issues.

AS Honorary Treasurer's report - AS

The sponsorship money from our 4 sponsors has been received and we have achieved £2,750.00

(Tingdene 750, MDL 750, MBM 750 and GJW 500)

We have paid:
£1000 advance to caterers

I know of bills outstanding for:
Dance Music £300
Loos and Generators £1500 plus vat
Bottles of Champagne £100

Please can Officers advise all other anticipated expenditure (Beale Park fees, Balance of catering etc..) and an update from Gaby on money received - or promised!

The Nationwide account is showing £15268.99 cash at hand,.

Items not showing on the statement, £1000.00 deposit to Crowne Plaza Hotel for the Dinner Dance in 2013.

DJ reports to follow on under further items

ACTION JS – outstanding to produce a final version of the org chart for **DJ**

6. Annual rally – Beale Park – August 25th-27th – (JS)

JS referred to the management pack, this will be updated and re-issued. This will be e-mailed out with the minutes.

Linda Johnson confirmed for catering, all numbers to be confirmed 1 week prior to the event. **JS** will confirm this with Lynda directly.

Choice of toilets and showers was discussed and we agreed to reduce down to one 10 cubical unisex unit with no showers. Generator and bowser to be supplied with this and to include servicing

Toilet budget to be approx. £1,500.00 plus vat

Current level of advertisers has been achieved at £2,750.00

Revenue to be set on 80 boats and at £35.00 per boat will be £ 2,800.00

This price would be upheld by sponsorship monies, raffle ticket and auction revenues. **MS** to approach **MDL** for auction items

MS to Action – MDL Auction items

The bar is to be run and all proceeds to be retained by Lynda, Lynda has expressed her concerns that people will not come to the bar during the day, and they will take free booze from their own boats. **JS** asked if Officers could lead by example and use the bar whenever possible.

JS showed concern that only 4 boats had booked, **DH** announced that he had 15 from Swan Radcote and 5 from Upper Thames to add.

JS advised that a club to member campaign would not work and we didn't have the time to pursue it.

DB announced that he had not received any details as they all went to the past commodore. He couldn't find the details on the web site, he felt the web site was not customer focused, we must rectify this situation. **JS** requested that this be discussed in AOB as it was pertinent to a further discussion to be had with **TS**.

JS requested that we revert back to the age old format of picking up the phone. It was agreed, and the following clubs have been tasked to the relevant shown officer.

JS – TMYC – Vintage – ADLS – Seamaster - Star

GC – MTYC – Albany – LRYC – SBC

DJ/WM – City Livery – Little Ship – CA – Rotarian

BS – PHYC – Chertsey – Walton – Weybridge – Thames Scout

DJ – Windsor – Bray – Harleyford

DB – UTMYC – Danesfield – Phyllis Court

DH – SWR – TV – Oxford Ditton – Anchor

AS – DBA – RNSA

MC- Twickenham – Richmond – Hurlingham

Weybridge Marinas and Middle Thames will not be attending

AS to supply a power source for lighting adjacent to his barge. There will be a competition between clubs for the best lighting in each area. So ensuring that the bankside is well lit and the **ATYC** does not have to pay for additional resources.

Judges will require a snack and coffee, suggest a bacon sandwich. **JS** to advise Lynda to provide 10 units @ 10.30 am

JS to Action – Price from Lynda

JS to ask Lynda for a price for a Pimm's reception with nibbles, Nuts and crisps etc. this is to be sponsored by **MDL**.

JS to Action – Price from Lynda

GC will be on the door to manage tickets with the master list.

JS to ensure that there is an **RV** point set up for emergency vehicles. (Beale Park will already have this in hand but **JS** to check it out.

Clubs to be aware of the table decorations competition

Goody Bags;

MS to action - Mike gates to supply Goody bags, **DJ** to supply recreational guide from **PLA**, **ATYC** to supply Customer Charter's, **WID** flyer for 2013 Rally and Emergency Plan for 2012 rally.

ATYC officers are to sit with their own clubs, but will all moor together for ease of administration.

ACTION ALL – Sunday activities for the Children.

JS to Action – check with Beale Park for any opportunities with Canoes etc. on lake

Run through of Management plan to check that all items are being covered, all seem to be covered. **DJ** to update the situation regarding rally resources stored in shed at Windsor.

DJ to Action – Check Shed

Discussion on UTMYC and Swan Radcot as hosting the events on the Saturday and Sunday. It was explained that the table plans would be organised by Gaby from information received. She would also collect the tickets for the BBQ.

The tables would be prepared by the clubs providing the paper table cloths. On the Saturday cutlery and food would be collected from the BBQ. On the Sunday the tables would be set by UTMYC but the caterer would lay up.

It was noted that some clear up had to take place after the BBQ so that the room is available for the briefing and breakfast.

7. Thames Boating Certificate – Michael Chambers

The **TBC** has been adopted as the background for the **EA** Volunteer Boatman project. 9 Volunteers have now been inducted.

MC will now take control of the stock of the training books and decals.

A question was asked regarding candidates to apply for the **RYA** Helmsman Instructor Certificate. **MS** advised that we could at any time request a course providing we have four candidates. **JS** requested if there were currently any spaces for the next instructor's course.

MC advised that there was now 1 person that required the **TBC** examination.

12 Waterways Working Group – Update with Customer Charter – MS

The new charter is now being handed out; the **EA** has paid for this. It was paid as an expense through **RUG 8**. This is for 5000 copies which are being distributed up and down the river.

The Lock house Study group has now met, jointly chaired by **Simon Hughes and MS**. The EA members were **Matt Carter**, and **Angela Quayle**. Boater's representatives were Louis Jankel, Andy Soper and Mike Chambers so ATYC was well represented.

The key – questioning of the **EA's** capability to justify the costs of residential lock keepers against part time keepers

They have been looking to divert the benefit of the look and feel of full time keepers to the financial benefit of the savings.

Sam Holland and Sarah Russel had been appointed Project Manager and assistant from the **EA**

MS is looking for transparency and notes will be in the public domain.

14 PLA Matters – DJ

Nothing new on the tideway.

DJ was stopped on his way back from his cruise and boarded by customs. This was followed by two more checks, 1 from customs and the other from the **PLA**. The last two were only checks on the move.

AS has been checking with boats going through Bray as to what their experiences have been with positive feedback. (**AS** is currently volunteering at Bray Lock)

15 Club Matters –

Looking to get feedback from all clubs, however we are only interested in facts. Not interested in gossip.

16 AOB

JS raised a question addressed to the Officers from **TS**; in order to advance the benefits and quality of the web site can all Officers please offer quality feedback on their views and experiences of the **ATYC** web site. Coincidentally this tied in well with the comments from **DB** regarding the lack of Customer Focus on the site, difficulties in referencing documents and archive material. The point is normally made that this is OK and perhaps some people are just not looking in the right places. The emphasis and focus now has to be on making sure we improve this and view it as a user and not a provider and see what we think. **DB** is very much of the opinion that it requires some radical improvements.

Next meetings

Officers Meeting 24th September (TMYC)

General Meeting 17th October (TWYC)

ATYC Dinner Dance 2 March, 2013 (***To be confirmed please***)

ATYC Rally 2013 – last Bank Holiday in May – 24th to 27th May 2013

Meeting ended at 22.00

Draft minutes completed on the 14th August and forwarded to MS by e-mail to check for errors and omissions.