



## General Meeting November 2015

### Minutes of the Queensland 16ft Skiff Sailing Association Inc. General Meeting held on 11<sup>st</sup> November 2015 @ DPSS

1. **Meeting opened:** 7:09pm
2. **Attendance:** Kye Hawgood, Jenny Hawgood, Simon Walker, Patrick Hanlon, Victoria Pryce, Dave McKay, Frank Saroch, Ariane Saroch, John Anderson.
3. **Apologies:** Mark Newton, Lauren Walker.
4. **Minutes of Previous Meeting**
  - 4.1. Previous minutes were accepted (Proposed JH, seconded SW).
5. **Business arising from minutes**
  - 5.1. Report on the Nationals – see general business.
6. **Correspondence**
  - 6.1. Correspondence Outwards
    - Email to members – NOR QLD State Championships.
    - Email to members – NOR QLD Sprint Championships.
    - Email to members – NOR 13ft QLD State Championships.
    - Email to DPSS – support for nationals.
  - 6.2. Correspondence Inwards
    - Email from MSC – MSC insurance details.
    - Email from MSC – MSC will be able to provide insurance for the nationals.
    - Email from Brad Colledge – successful application for sponsorship for a heat from Data#3.
    - Email from Ronstan – Sponsorship can be provided as \$800 of products in return for sole brand in its category, signage etc.
    - Email from Mal Thorburn – Dave, Jim, Bill and Mal will sponsor a heat of the Nationals to be called the Thorburn Memorial.
    - Email from Lee Gailer – Interested in running a story on Nationals (SW to pass onto Rollo).
    - Email from Michael McMahon – Information and prize money for Drummoyne Regatta and State Heats 1 and 2.
    - Email from Rob Wasson – re membership.
    - Email from Colin Jones – entry form for the States.
    - Email from Tom Richers – insurance details.
    - Email from Frank – re payment of memberships.
    - Email from DPSS – confirmation that they will supply and man two rescue boats (including fuel and getting them up to Hervey Bay).
    - Email from ASSA – NOR for the Australian Championships.
  - 6.3. Correspondence was accepted (Proposed SW, Seconded JA).
7. **Treasurer's Report**
  - 7.1. Presented SW (Proposed KH, seconded PH)
8. **Race Reports**
  - 8.1. See facebook page for further details

## 9. Upcoming Races

### 9.1. Queensland State Championship:

16ft Skiffs  
 Heat 3 - 21<sup>st</sup> November 2015 BSS  
 Heat 4 - 22<sup>nd</sup> November 2015 DPSS

13ft Skiffs  
 Heats 2-4 - 14<sup>th</sup> November 2015 BSS  
 Heat 5 - 22<sup>nd</sup> November 2015 DPSS

### 9.2. Queensland Sprint Championship:

Heat 1- 3 14<sup>th</sup> November 2015 BSS  
 Final 14<sup>th</sup> November 2015 BSS

## 10. General Business

### 10.1. Update on 2015-16 Nationals planning.

- KH phone meeting with Rollo this month to provide update.
- Confirmation from MSC Committee that MSC will be able to provide insurance for the event so will become the sole host club. Require confirmation from MSC so we can update the Aquatic Events Permit (SW action change to Aquatic Events permit).
- Potential Civic function for the opening event hosted by the Mayor – Rollo to confirm.
- Need to provide details as per Standard 4 of the championship. KH to follow up with photos of boats and crews.
- Council grant – confirm success with Rollo.
- Items in grey are complete or on hold.
- Items in white are under control.
- Items in blue are to be finalised by end of November.

#### • Nationals To Do List

| Activity   | Action  | Who          | By when                     | Comments/Update   |
|--|---|--------------|-----------------------------|---|
| Book function Room for the Presentation                      | Confirm RSL available for presentation<br><br>Sort a run sheet and who needs to run the night? ASSA providing<br><br>DJ/music? Ariane will get some music for use with ipod (QSSA to provide support for purchase of any music if required) | RN & KH      | Booked                      | Presentation has been moved to RSL due to successful sponsorship of the event<br><br>Function room at the has been viewed and looks great/suitable<br><br>Dinner options have been selected |
| Contact council to book car park                             | Done  | RN with QSSA | Done                        | To be confirmed in November   |
| Organize aquatic events permit and other permits as required | SW submitted, just need to update details to MSC  | SW           | Updating details – 13/11/15 | Takes 6 weeks to process<br>SW to modify once we receive confirmation from MSC  |

| Activity   | Action   | Who             | By when  | Comments/Update  |
|--|--|-----------------|----------|--|
| Sponsor prospectus   | <p>Finalise sponsors by the end of October 2015 for inclusion in the program</p> <p>Need to arrange to get logos on national website once we secure funds</p> <p>Ticketing for events could be handled through eventbrite (SW can do this)</p> | SW, LW, RN & KH |          | <p>Prospectus has been completed and emailed to members, Belmont and Manly</p> <p>Major Sponsor: Hervey Bay RSL</p> <p>3 race sponsors confirmed:<br/>Richers Transport<br/>The Bay Apartments<br/>The Beach House</p> <p>Additional Sponsors<br/>Thorburn Memorial Data#3<br/>BSS (amount to be confirmed)</p> <p>Still 1 more race sponsors to secure</p> <p>Ronstan will provide \$800 in product support in return for being the sole company in its category and signage. Will provide some reasonable items that can be raffled.</p> |
| Submit RSL community Sponsorship Letter                          | <p>Complete submitted to RSL</p> <p>Confirm naming of championship</p> <p>94<sup>th</sup> Australian 16ft Skiff Championships<br/>13<sup>th</sup> Australian 13ft Skiff Championships</p>  | SW              | Complete | <p>Successful - \$5k sponsorship</p> <p>KH to confirm naming of championship through ASSA</p>  |
| Submit Fraser Regional Council community Sponsorship Application | <p>Complete submitted to Council by MSC on behalf of QSSA</p> <p>Find out the outcome in October – no update provided yet. KH to call RN this week</p>   | RN              | Complete | <p>Seeking \$5k grant<br/>Find out in October<br/>Still waiting although looks promising</p> <p>KH to confirm with RN this week</p>  |

| Activity   | Action   | Who       | By when      | Comments/Update  |
|--|--|-----------|--------------|--|
| Accommodation List and other information notices                   | Send email to NSW association to remind crews to book in JH to create an event page on FB and invite skiffies  | JH        | Complete     | JH has sent out accommodation possibilities to sailors – accommodation is booking out        |
| Shirts, hats & caps  | <ul style="list-style-type: none"> <li>- ordering will be requested when boats register to avoid over ordering</li> <li>- design confirmed</li> <li>- still seeking shirt sponsor</li> <li>- Confirm price points to determine cost based on suitable number ordered (i.e. 100 units)</li> </ul> <p>JH will provide price by the end of the week. Need pre-order by the end of November.</p> <p>Once pricing finalised we can set up ticketing for this and other events</p> <p>Men's and ladies shirts available</p> <p>Send sponsors logos</p> | JH        | July 2015    | Final numbers 5 weeks out from event<br>Approx. \$30 each for shirt<br>Approx. \$15 per hat  |
| Review potential spectator vessel and determine cost and viability | <p>Determine local companies suitable to collect people from the beach – Fighting Whiting<br/>Cover cost by admission<br/>If the vessel wants to run a bar it will be at their risk and cost<br/>Follow up with Rollo</p>  | RN & QSSA |              | <p>Fighting Whiting not available<br/>Rollo following up</p> <p>KH to get update from RN</p> |
| Rescue boat crews  | <p>MSC confirmed they will provide volunteers, but may need some support.</p> <p>Determine who might be available to crew and create a list/roster – MSC to provide</p> <p>Arrange a 13fters rep – to skipper a rescue boat as he will know who needs help<br/>Discussion to have at least 6 boats available.</p> <p>DPSS to provide 2 rescue boats and crew (fuel and transport to Hervey Bay). DPSS providing crew roster</p>  | KH & JH   | October 2015 | <p>Finalise crews and backups by October</p> <p>KH to confirm with MSC</p>                   |

| Activity  | Action   | Who          | By when       | Comments/Update   |
|---|--|--------------|---------------|---|
| Regatta program   | MT to coordinate program with input from RN and QSSA<br>Need to seek logos from sponsors<br>MT looking at current program and will approach previous sponsor to print program<br>MT has electronic program<br>Provide an electronic version online | Mal Thorburn |               | Start providing logos as they come in from sponsors<br><br>Draft provided and is progressing well                                     |
| Media Coverage  | MSC have agreed to help contact local media outlets<br>Nothing further to do until closer to the time<br>Potential council website coverage?<br><br>Should we get a professional photographer to come along and take photos of each skiff?         | RN & QSSA    | On hold       | JH to see if there is anyone interested.<br>Perhaps local Hervey Bay Photography Club   |
| Social program – who what where   | Program completed<br><br>Update – Lawn Bowls club has changed ownership. Open from 5:30pm for a casual start and have a basic sausage sizzle.<br>Barefoot Bowls State of Origin  | JH           |               | Update as necessary<br><br>JH to email for confirmation.  |
| Scoring/web publishing options  | Determine in association with National Committee closer to the championships<br>Including trophies – who needs to organize engraving   | KH           | November 2015 | ASSA to provide   |
| Organize raffles for BBQ nights   | Determine prizes<br>Hold BBQ on 1 or 2 nights<br>How often and when<br>JH to ask Victoria Pryce if she wants this role<br><br>Norths will provide a gear bag in return for logo on the 13fts t-shirt. To be raffled at the presentation night      | JH           | July 2015     | Vic Pryce has agreed to organize raffles  |
| Invite dignitaries to various events including their day of sponsorship | SW to draft letter for opening event (BBQ at MSC on Monday 28 <sup>th</sup> December)<br>Discussed a way to thank volunteers after the event   | SW & RN      | November 2015 | Need to draft invitations Rollo confirming Civic reception  |
| Canvas banner to display during the event                               | Canvas banner? Need to work in with sponsors<br><br>To be auctioned at the presentation night.   |              |               | MT contacted Matt Lucas from A Sign Design - Interested in putting together a banner as a sponsorship.<br><br>115cm high x 195cm wide |

10.2. Australian 16ft Skiff Association Meeting

KH provided update from recent meeting:

- Improve communication among members including quarterly statement.
- New casual employee (Jenny 10 hrs per week) hope that this will allow greater presence on social media, web and communication with members.
- Approaching clubs for a registration fee from the clubs rather than the members for ASSA. Wanting to set it at \$50 per boat initially. Awaiting update on this shortly. Although likely to increase incrementally over time.
- Meeting minutes and publishing of the financials – ASSA looking to get this updated onto the webpage.
- Discussion held - ASSA initiatives need to consider all the demographics of various members (particularly with regard to cost of sailing and support through clubs). Critical to see the value for money.
- Any proposal for fee will require a vote from the clubs and details will be submitted to clubs.
- Vessel fee will not apply to the 13ft skiffs at this stage.
- KH to confirm where 13ft association stands and who will drive this forward at this point.

10.3. Discussion of the 13ft Skiff Training Days

- Look at the calendar in the new year, perhaps a Sunday morning in January to maximise opportunity to get new sailors interested.

Committee will set the prize money. KH to draft and send through for approval.

**11. General information**

Fees for 2015/16:

|                        |      |
|------------------------|------|
| Membership 16's        | \$20 |
| Membership 13's        | \$10 |
| Associate Member       | \$10 |
| Boat Registration 16's | \$80 |
| Boat Registration 13's | \$60 |

Individual race nominations will be paid to the club as part of their sign on fee.

**12. For Sale**

As per skiff web site.

**13. Next Meeting:** to be held in 9<sup>th</sup> December 2015 at 7:00pm at DPSS club house.

**14. Meeting closed:** 8:24 pm