



## General Meeting October 2015

### Minutes of the Queensland 16ft Skiff Sailing Association Inc. General Meeting held on 21<sup>st</sup> October 2015 @ DPSS

1. **Meeting opened:** 8:28pm
2. **Attendance:** Kye Hawgood, Jenny Hawgood, Simon Walker, Victoria Pryce, Malcolm Thorburn, Dave McKay.
3. **Apologies:** Patrick Hanlon, Brad Colledge, 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.
  - 5.2. SW has sent out NOR for QLD states.
6. **Correspondence**
  - 6.1. Correspondence Outwards
    - Email to ASSA – Response to letter 17 August 2015 re: sponsorship enquiry.
    - Email to members – re: previous minutes.
    - Email to members – re: sponsorship prospectus.
    - Email to ASSA – amendments to the Draft NOR.
    - Email to Belmont – re: sponsorship request for the nationals.
    - Email to Manly – re: sponsorship request for the nationals.
  - 6.2. Correspondence Inwards
    - Email from Brad Colledge – sponsorship request is being assessed will advise.
    - Emails from ASSA (J Bury and C Bowen) – re: naming rights for the nationals – change to 94<sup>th</sup> Australian 16ft Skiff Championships & 13<sup>th</sup> Australian 13ft Skiff Championships proudly sponsored by Hervey Bay RSL.
    - Email from ASSA – Draft NOR.
    - Email from Michael McMahon – Draft NOR for NSW interclub races.
    - Email from MSC – Response to Draft NOR.
    - Email from Bundaberg Brewed Drinks – Sponsorship declined at this time.
    - Email from Bundaberg Rum – Sponsorship declined at this time.
    - Email from Sunsense (Ego Pharmaceuticals) – Able to provide 240 sunscreen samples and 50 hats for the event. Unable to provide cash support at this time.
    - Email from YA – National Sailing census (needs to be completed).
  - 6.3. Correspondence was accepted (Proposed SW, Seconded KH).
7. **Treasurer's Report**
  - 7.1. Presented LW (Proposed JH, seconded MT).
8. **Race Reports**
  - 8.1. See Facebook page for further details.
  - 8.2. Open day race for 16ft Skiffs - 3 boats competed; BAMB Building and Construction 1<sup>st</sup>; 115 DNF; RW Retail DNS.
  - 8.3. Open Day Race – Mighty Mite 1<sup>st</sup> place.

## 9. Upcoming Races

9.1. Queensland State Championship:

**Heat 1 - 7<sup>th</sup> November 2015 BSS**

**Heat 2 - 8<sup>th</sup> November 2015 DPSS**

**Heat 3 - 21<sup>st</sup> November 2015 BSS**

**Heat 4 - 22<sup>nd</sup> November 2015 DPSS**

9.2. Queensland Sprint Championship:

**Heats 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 & SW phone meeting with Rollo on Sunday 11<sup>th</sup> October to provide update.
- Rollo indicated that MSC will be able to provide insurance for the event so will become the host club. Require confirmation from MSC so we can update the Aquatic Events Permit (SW to follow up with MSC).
- Potential Civic function for the opening event hosted by the Mayor – Rollo to confirm.
- Discussion of funding from National Association.
- Need to provide details as per Standard 4 of the championship.

- **Nationals To Do List**

Activity	Action	Who	By when	Comments/Update
Book function Room for the Presentation	Confirm RSL available for presentation  <b>Sort a run sheet and who needs to run the night?</b>  <b>DJ/music?</b>	RN & KH	Booked	Presentation has been moved to RSL due to successful sponsorship of the event  Function room at the has been viewed and looks great/suitable  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	SW	Submitted	Takes 6 weeks to process SW to modify once we receive confirmation from MSC

Activity	Action	Who	By when	Comments/Update
Sponsor prospectus	Finalise sponsors by the end of October 2015 for inclusion in the program  Need to arrange to get logos on national website once we secure funds  Ticketing for events could be handled through eventbrite (SW can do this)	SW, LW, RN & KH		Prospectus has been completed and emailed to members, Belmont and Manly  Major Sponsor: Hervey Bay RSL  3 race sponsors confirmed: Richers Transport The Bay Apartments The Beach House  Still 4 more race sponsors to secure
Submit RSL community Sponsorship Letter	Complete submitted to RSL  Confirm naming of championship	SW	Complete	Successful - \$5k sponsorship  <b>KH to confirm naming of championship</b>
Submit Fraser Regional Council community Sponsorship Application	Complete submitted to Council by MSC on behalf of QSSA  Find out the outcome in October	RN	Complete	Seeking \$5k grant Find our in October Still waiting although looks promising
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	- ordering will be requested when boats register to avoid over ordering - design confirmed - still seeking shirt sponsor - Confirm price points to determine cost based on suitable number ordered (i.e. 100 units)	JH	July 2015	Final numbers 5 weeks out from event Approx. \$30 each for shirt Approx. \$15 per hat
Review potential spectator vessel and determine cost and viability	Determine local companies suitable to collect people from the beach – Fighting Whiting Cover cost by admission If the vessel wants to run a bar it will be at their risk and cost Follow up with Rollo	RN & QSSA		Fighting Whiting not available Rollo following up

Activity	Action	Who	By when	Comments/Update
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</p> <p>Arrange a 13fters rep – to skipper a rescue boat as he will know who needs help</p> <p>Discussion to have at least 6 boats available. Confirm with BSS and DPSS that a boat from each can be made available</p>	KH & JH	October 2015	<p>Finalise crews and backups by October</p> <p>KH to confirm</p> <p>SW to contact MSC to confirm this</p>
Regatta program	<p>MT to coordinate program with input from RN and QSSA</p> <p>Need to seek logos from sponsors</p> <p>MT looking at current program and will approach previous sponsor to print program</p> <p>MT has electronic program</p> <p>Provide an electronic version online</p>	Mal Thorburn		<p>Start providing logos as they come in from sponsors</p> <p>Draft provided and is progressing well</p>
Media Coverage	<p>MSC have agreed to help contact local media outlets</p> <p>Nothing further to do until closer to the time</p> <p>Potential council website coverage?</p> <p>Should we get a professional photographer to come along and take photos of each skiff?</p>	RN & QSSA	On hold	<p>JH to see if there is anyone interested.</p> <p>Perhaps local Hervey Bay Photography Club</p>
Social program – who what where	<p>Program completed</p> <p>Update – Lawn Bowls club has changed ownership. Open from 5:30pm for a casual start and have a basic sausage sizzle.</p> <p>Barefoot Bowls State of Origin</p>	JH		<p>Update as necessary</p> <p>JH to email for confirmation.</p>
Scoring/web publishing options	<p>Determine in association with National Committee closer to the championships</p> <p>Including trophies – who needs to organize engraving</p>	KH	November 2015	<p>KH to email ASSA</p>
Organize raffles for BBQ nights	<p>Determine prizes</p> <p>Hold BBQ on 1 or 2 nights</p> <p>How often and when</p> <p>JH to ask Victoria Pryce if she wants this role</p>	JH	July 2015	<p>Vic Pryce has agreed to organize raffles</p>
Invite dignitaries to various events including their day of sponsorship	<p>SW to draft letter for opening event (BBQ at MSC on Monday 28<sup>th</sup> December)</p>	SW & RN	October 2015	<p>Need to draft invitations Rollo confirming Civic reception</p>

Activity	Action	Who	By when	Comments/Update
Canvas banner to display during the event	Canvas banner? Need to work in with sponsors			MT contacted Matt Lucas from A Sign Design - Interested in putting together a banner as a sponsorship.

10.2. Updated Facebook page so it is now a public event so that people can share it.

10.3. Discussion of format of the 13ft Skiff State Championship:

- 8<sup>th</sup> November DPSS
- 14<sup>th</sup> November BSS (short course 3 races)
- 22<sup>nd</sup> November DPSS
- Format will be 5 races total 2 long and 3 short with a drop

#### 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 11<sup>th</sup> November 2015 at 7:00pm at DPSS club house.

**14. Meeting closed:** 8:41 pm.