

DHEKELIA SERVICES SAILING CLUB

Minutes of the AGM - 2015

31-May-15

Present (EC):	Capt. Sohayla Esmaili	Commodore	Com
	Capt. Alice Rook	Commodore-elect	Com-E
	Robert Higham	Rear Commodore House	RCH
	Steve Kimberley	Secretary	Sec
	Iris Burt	Principal	PR
	Tricia Last	Treasurer	TR
	John Turner	Membership Sec	MS
	Jenny Toumazi	Treasurer-elect	Tr-E
Guest:	Lt Col. Kevin Grantham	Station Commander, Dhekelia	SC
Apologies:	Chris Dodds	Rear Commodore Sailing	RCS

Action

1. Introduction by the Commodore

With the requisite number of members present to form a quorum, the meeting was declared open at 16:15, and a fire safety briefing was given.

Lt Col Kevin Grantham, Station Commander, Dhekelia, and Managing Trustee of DSSC, was introduced and welcomed to the meeting

Capt Alice Rook was introduced as the new Commodore, whose appointment will take effect immediately following the AGM.

2. Previous Minutes

An error in paragraph 12 (AOB) of the previous minutes was highlighted. The winner of the "ship in a bottle" prize was Helen May, not Sally Higham. The minutes to be modified accordingly. Apart from this error, the previous minutes were approved and no action items were brought forward.

Sec

3. Commodore's Report

The club has had its ups and downs in the year, with some decline in revenues due to reduced UN activity and the RIB change-over. The club remains financially sound with funds of over €14000. The plan for the coming year will be to encourage more RIB activity as and when the units return from operational tour, and to open a facebook group.

4. Report of the Rear Commodore - Sailing

In the absence of Chris Dodds, his report (attachment 2) was read out by the commodore.

5. Report of the Rear Commodore - House

See attachment 3

6. Financial Report

Financial statement attached (attachment 1)

The end of year bank balance was €14300, compared to €17700 last year.

Total Income for the year was €12400, while total expenditure was €18600, resulting in a cash deficit of €3400 over the year.

Total income was 30% down on last year. Membership income was down 25% due to lower UN activity and a change in the membership year. Income from training was down by over 50%, due to lower UN activity. Other Income was down 45% due to the loss of revenue from room hire. The Bar incurred a loss of €400, as a result of due to a 12% drop in sales.

Total expenditure was up 5% on last year; Boat related costs were up by 50% while house and other costs, were down by 30%

7. Membership Report

Membership income was slightly down on the previous year due in part the change in the membership year. It is difficult to compare this year with previous years, mainly because members whose subscriptions were due in December for example, have only paid part year during this subscription year. Encouragingly, we have had an increased interest in the last few months from entitled, serving personnel. 15 new entitled members have recently joined.

8. Honorary Members

Fred Ayris was confirmed unopposed as Honorary member

9. Approval of the Club Charter

The current version of the Charter dates from 2010. There have been a number of changes in the club since then which need to be incorporated in the Charter. Most of these were raised at the last AGM, but due to some disagreements on the Associate Membership clause, the amended Charter was not approved. This clause has now been removed. Some additional minor amendments were also approved at the 27 May EC meeting and the newly amended Charter was published to members by email several days ago.

Summary of the main changes: Change of name from DSC to DSSC. Change of post titles, Facilities Officer to Rear Commodore House, Rear Commodore to Rear Commodore Sailing. Introduction of Veteran Membership.

The amended version (as distributed to members) was approved unanimously. However, during subsequent discussion regarding committee posts (see item below), it was agreed that the following committee posts would be abolished: Shop Officer (we no longer have a shop), Health & Safety Officer, (RCH to liaise with military H&S contact, Sean Fallon), and Assistant Treasurer. The Charter was approved again, on the basis that these changes will be incorporated. Secretary to make the necessary changes and publish the new Charter.

Sec

10. Election of Officers

The following posts are appointed by the Commodore and not subject to election: Vice-Commodore, Treasurer, Secretary, Principal.

Capt Sophie Jefferys has resigned as Vice Commodore, and the current Commodore, Sohayla Esmaili, will assume the post of Vice Commodore following this AGM.

Tricia Last has resigned as Treasurer, and Jenny Toumazi, is appointed to replace her. The Commodore expressed the club's appreciation and thanks for Tricia's several years of service as Treasurer.

Steve Kimberley will continue as Secretary.

It has been determined that the post of Principal, must in future be a military officer, and Capt. Alice Rook will assume this post with immediate effect. Former Principal, Iris Burt, will continue as Training Master Sail, and assume some of the responsibilities previously held by the Principal.

The following incumbent officers were unanimously elected, unopposed

Bosun, Peter Toumazi
House Officer, Lyn Turner
Membership Secretary, John Turner
Property Officer, John Turner
Rear Commodore Sailing, Chris Dodds
Rear Commodore, House, Robert Higham
Safety Boat Officer, Jeff Owen
Sailing Secretary, Tim May
Training Master Power, Robert Higham
Training Master Sail, Iris Burt
Assistant Bosun, Alan Tite
Assistant SBO, Rod Kershaw

The following posts are vacant, and no nominations were received:

Bar Officer

11. Comments of the Station Commander (summarised)

DSSC is a military club, but the role of the expat community in managing the club and providing technical and instructional expertise is greatly appreciated.

As and when the RIB personnel return from operations, significant efforts need to be made to recruit members from their number.

Com
VC

Whatever may have been the case in the past, it is essential that the club is 100% compliant with Army regulations and requirements in all aspects of its operations. The club needs to transition as quickly as possible from its current non-compliant state (in various respects) to achieve full compliance, and it will be the responsibility of the new Commodore and Vice Commodore to ensure this happens.

Com
VC

The preparation of food on the premises can be resumed as and when the personnel concerned and the possibly the kitchen facilities, have received the necessary food safety certification.

The rule on bar profitability (15-17.5%) should not take into account bar wages. However, a dispensation may be available, subject to the written approval of the SC, that the gross profit margin may be exceeded in order to fund the bar wages and/or in order to fund the acquisition of important equipment, eg new safety boat, new engine.

It is the full intention of the SC, that the club will remain open long term, but in the event of ongoing non-compliance (for example if the non-entitled numbers exceed the 49% (inc veterans, instructors etc) it will be shut down.

SC wishes to help and facilitate the club. There may be additional grants available to the club, (for lower value items than Nuffield), which can be requested in due course.

Com
VC

The club Treasurer does not need to be a military person. The Treasurer's role is to operate the day to day finances, receiving money, making payments, depositing money to accounts etc. The Commodore as *Fund Manager*, is the military officer with ultimate responsibility for the financial affairs of the club, and for the Treasurer.

The post of Assistant Treasurer should not be necessary. In case of absence of Treasurer or Fund Manager, ad hoc arrangements can be made to ensure that urgent financial matters are dealt with. In addition, to avoid members having to pay for legitimate club expenditure from their own pocket, it should be possible for Treasurer/Fund Manager to obtain funding in advance against which receipts/invoices would need to be submitted subsequently. In case of difficulty with this, Com may liaise with SC.

The Visitors book should contain a statement to the effect that visitors, by signing the book, agree to comply with the club rules.

There being no further business, the meeting closed at 1740.

Steve Kimberley, Secretary

01/07/15

DHEKELIA SERVICES SAILING CLUB						
Summary of Receipts and Payments		2014-15				
Extracted from the preliminary Trial Balance for the Year Ended: 30 April 2015						
(Year 2014-15 figures unaudited)						
	Current Year (1)	Prev. Year 2013-14(2)	Prev. Year 2012-13(2)	Prev. Year 2011-12(3)	Prev. Year 2010-11	
Opening Bank Balance 1 May (€)	17,709	13,537	1,420	6,162	7,830	
Income						
Membership Income	6,750	8,917	10,208	9,780	9,823	
Training Income (net)	3,838	8,587	8,848	6,227	6,150	
(4) Other Income (net)	2,252	4,165	4,931	3,168	3,670	
Bar/Shop Surplus/(Deficit)	(428)	(111)	(186)	516	1,353	
Gross Income	12,412	21,559	23,801	19,691	20,996	
Operating Expenditure						
Boat Maintenance & Fuel	11,268	7,145	6,306	11,795	10,987	
House Maintenance & Cleaning	3,106	3,646	1,824	2,078	1,747	
Insurance & Other	2,354	3,938	1,618	2,902	2,117	
Total Operating Expenditure	16,728	14,729	9,748	16,775	14,851	
Capital & One-off Expenditure						
Capital Expenditure						
Other Equipment & Improvements	1,902	2,658	3,914	7,658	7,813	
Total Capital & One-off Spend	1,902	2,658	3,914	7,658	7,813	
(5) Add: Exceptional Income	2,829		1,978			
Cash Surplus/(Deficit) for the year	(3,389)	4,172	12,117	(4,742)	(1,668)	
End of Year Bank Balance (€)	14,320	17,709	13,537	1,420	6,162	
Notes						
1	2014-15 data extracted from April TB listing dated 15/05/15 issued by Regimental Accounts, and subject to audit and possible amendment when final accounts are issued.					
2	Previous Years data extracted from final audited accounts (N1514)					
3	The 2011-12 year was 13 months, from 1 April 2011 to 30 April 2012 (following change in the financial year-end from 31 March to 30 April)					
4	Other Income includes receipts from the regatta, social functions, donations, room hire, egg 'n bacon rolls					
5	Exceptional Income includes insurance claims (2014-15) and refunds received of outgoing payments made in the previous year (2012-13)					
				Updated:	18-May-15	

Report of the Rear Commodore - Sailing

This year we have managed to bring the boats and club up to a standard that had been allowed to drop over the last year or so. This was mainly due to a restriction on spending, but at least now, the only boat still in need of repair is Bosun 5, which still has a serious leak.

Many of the launching trolleys have had to be remade due to rust, and the cost of each trolley being fairly low, does mount up when you start talking about 15 or so. Two of the Safety boat trailers have been refurbished which just leaves us with safety 2.

Both engines on safety 1 and safety 3 have been serviced by Miltis this year and safety 2 will have its service with them shortly. I would like to say well done to all of you that have put in so much effort over the year.

The Optimist is now in an excellent condition, thanks to all Rods' hard work, and hopefully we'll soon have the other one back from Episkopi. Now that we have Chris Davies and family all taking part in the club sailing, the Optimists should be ideal for the children, leaving Kelly and Chris to pursue their sailing in the boats of their choice. Hopefully, Chris and Kelly can interest some more families and soldiers from the PWRR so that the club can start feeling like an Army club again.

The ASA have given a clean bill of health, all that is needed now is for the instructors to catch up with their 1st aid, which I am arranging at this moment. To get the soldiers interested in attending a sailing course, we are going to a, put on some trysails and b, probably run a course during the week.

I know that this makes life difficult, carrying a 4/5 day course Monday to Friday, but if this is how we get the soldiers to participate, then so be it. We all need to make the effort so that this can happen. Chris Davies has already said that any instructors and safety boat drivers that are available within the PWRR will, if at all possible, be free to assist us with our courses.

As most of you will know by now, Alice is not only our new Commodore, but all being well, will soon have her SI re-instated. From the sailing committee side, we still need a Bosun. I know that Peter Toumazi did a lot of work last year, which is greatly appreciated, but I would like to point out that the post of Bosun is for the maintenance of boats and control of spares. It does not entail anything outside of sailing.

One final point, would all sailors note how sails are put away, they are expensive items and will not last long if they are stuffed in bags or left flogging on the mast. Also, if you have hung them in the Sail locker, please hang them sensibly so that others have room to hang theirs. Remember, they should not be left hanging indefinitely, but removed and put away as soon as they are dry, this doesn't mean leaving them for the Bosun to do.

Chris Dodds
Rear Commodore, Sailing

Attachment 3

Report of the Rear Commodore - House

This year has been quite a dramatic year for the club.

At the start of the year the old cleaner was replaced and instantly members said how much cleaner the club looked.

Extra shelving has been erected both for the library which seems to be expanding and also behind the downstairs bar

Earlier in the year the club was battered by two storms. The damage sustained can still be seen at the far end of the club. We are still awaiting the army to repair the damage, hopefully for not too much longer.

During the work months it was discovered that the water pipes in bedded within the walls to both Men's and Ladies showers were leaking through the walls. This necessitated a lot of work being done to re-pipe both showers and repair tiling in various places.

The wind breaks have been erected by the bar.

Some new sun loungers and umbrellas have been ordered and should be here soon.

Finally I would like to thank all those who carried out work on and around the club throughout the year and especially following the storm damage and also for the painting and general tidying up and refurbishing of the club during the work months. It really does look very smart and is a credit to the hard work put in by those members, even the ASA were impressed.

R Higham

Rear Commodore House.