

Dart Sailability Group (DSG)

Trustee Meeting Wednesday 20 October 2021 at 2.00pm

Held electronically on TEAMS

Minutes

<p>1.</p>	<p><u>Attendance and Apologies</u></p> <p><u>Present</u> Neil Strevens (NS) Chair Ian Wakeling (IW) Principal Nick Woodward (NW) Treasurer Anne Blood (AB) Mike Pleass (MP) Robert Boyd (RB) Stuart Saunders (SS) Juliet Prentice (JP) Chris Sumner (CS) Kate Graeme-Cook (KG-C) Derek Lowe (DL) Dolly Marsden (DM) Secretary</p> <p><u>Apologies</u> David Lewis (DL) Paul Wyman (PW)</p>	
<p>2.</p>	<p><u>Minutes of previous meeting (14 July 21)</u></p> <p>Matters Arising</p> <p>3.1 The first annual increase of £5.00 will be applied at membership renewal from 1 January 2022.</p> <p>8.1 The Trustees' decision on which volunteer will be awarded the Tom Glomb trophy will be made at the meeting in January 22. Rose Hewitt will be asked to present the trophy to the first winner. NS will ask the membership for their nominees.</p> <p>11.3 Purchase of DSG merchandise is via the website. NS suggested that a range of stock should be held in the Clubhouse for easy access.</p> <p>The minutes of the meeting were agreed unanimously</p> <p>NS thanked everyone for contributing to the successful opening event at Dartside Quay.</p>	

<p>3.</p> <p>3.1</p> <p>3.2</p> <p>3.3</p> <p>3.4</p> <p>3.5</p>	<p><u>Principal's Report – Ian Wakeling</u></p> <p>IW reported an excellent first season at Dartside Quay. There were a number of new sailors, volunteers and Groups including more younger people.</p> <p>There was more Hansa activity than before due to the excellent sailing area.</p> <p>When tides prohibited sailing from Galmpton some sessions took place from Darthaven, attended by a small number of keen sailors. However, the required ratio of volunteers to sailors and the time required to move boats between Galmpton and Dartmouth, allowing for tides, made it a difficult exercise.</p> <p>A number of successful Group trips took place outside the usual sailing sessions which made them easier to manage.</p> <p>Boat purchase. An RS Venture (adapted for disabled sailing) has been trialed during October. A Hansa 16 and a Hansa Liberty (for single handed sailing) will be trialed in November. Once trials are over feedback from sailors will be analyzed and recommendations will be presented to the Trustees. Once a purchase has been made there will be a formal naming ceremony with the sponsor.</p>	
<p>4.</p> <p>4.1</p>	<p><u>Budget proposal – Operating Budget</u></p> <p>£</p> <ul style="list-style-type: none"> - 1,500 - Fuel (the increase reflects fuel prices and greater use) - 6,000 - Maintenance (to include professional maintenance of engines) - 250 - social activities (though usually self-funding) - 1,700 - training (including First Aid, Keelboat Instructors and in-house courses. - 1,900 - Safety testing and inspection, Flares (an NCA/RYA requirement), First Aid equipment - 100 – Administration - 11,350 Total <p>Once approved IW will allocate budgets to Management Team individuals. Any items over £500 will require authorization. Capital items will be dealt with separately.</p> <p>MP suggested the operating budget be rounded up to £14,000 to allow flexibility for contingencies.</p> <p>NS asked for formal tracking of operating expenditure by spreadsheet for Trustees information.</p> <p>Proposed - Anne Blood Seconded - Stuart Saunders</p>	<p>IW</p> <p>IW</p>

<p>4.2</p> <p>4.3</p> <p>4.4</p>	<p>Other operational expenditure £ 3,500 - Insurance 96 - Bank charges (NW to confirm) 3,000 - Rent of moorings</p> <p>Maintenance shelters IW sought Trustee approval of £3,500 to purchase maintenance shelters. Trustees agreed this as a re-location expense.</p> <p>Proposed – Derek Lowe Seconded – Robert Boyd</p> <p>Capital expenditure IW sought Trustee approval to purchase the following:</p> <ul style="list-style-type: none"> - An additional white board for the Clubhouse – £300. - A new engine for the Safety Boat - £ 7,500. As new engines are not available at present NS suggested purchasing a boat with engine included. KG-C suggested approaching Rib-Eye who might have a suitable second-hand engine. DM to refer to Engineer. <p>Proposed – Derek Lowe Seconded – Mike Pleass</p> <p>DSG has a rolling programme of replacing Hansas at £7,000 each. This is now dependent on which new boat is purchased. In addition, fixed radios on boats will need replacing at a cost of £1,500. IW will present a specific proposal to Trustees when ready to go ahead.</p>	<p>KGC DM</p> <p>IW</p>
<p>5.</p> <p>5.1</p> <p>5.2</p> <p>5.3</p>	<p><u>Winter Plans</u></p> <p>Most boats will be brought ashore on 31 October. The ARC and one support boat will be stored afloat at Old Mill Creek and Darthaven respectively.</p> <p>The Engineer has produced a spreadsheet of work to be carried out by the maintenance team over the winter.</p> <p>Christmas Lunch As the restaurant at South Devon College is fully booked during the day the Social Secretary is looking for a suitable alternative venue.</p> <p>Winter Events and Activities Ideas for activities should be sent to the Social Secretary.</p> <p>The Sail Racing Officer will carry out shore-based training on racing rules.</p>	<p>All</p>

<p>6. 6.1</p> <p>6.2</p>	<p><u>Communication</u> KG-C will produce a quarterly newsletter, circulated by mail, to improve communication with DSG members.</p> <p>KG-C emphasized the importance of a good website for marketing and communications. An expert refresh of the DSG website and consolidation with DSG's other IT systems is required. DL has expressed an interest in managing the website but is not currently available.</p>	<p>KG-C</p>
<p>7. 7.1</p> <p>7.2</p>	<p><u>Membership Survey</u> To encourage participation a survey questionnaire will be posted to members and include an SAE for responses. The survey will be funded from the operating budget.</p> <p><u>Accessibility</u> The survey will help DSG understand the scale of the problem and explore what support might be possible. CS suggested members should be asked to apply to the Trustees for a decision on specific support.</p>	
<p>8. 8.1</p> <p>8.2</p>	<p><u>Treasurer's Report – Nick Woodward</u> Draft year-end figures for 2020-21 are complete and ready to be passed to David Blood, DSG Accountant.</p> <p>Following recent successful fund-raising, to comply with Charity Commission requirements, Trustees need to make decisions on where restricted funds are to be applied.</p> <p>There is no formal arrangement with MDL for the DSG base at Dartside Quay as this would be too expensive. DSG therefore has a temporary and insecure arrangement. However, money received from fund-raising should be spent in a responsible way. Money separate from the relocation fund must be allocated correctly. NS suggested that NW, KG-C and MP liaise to confirm what spending is required.</p>	<p>NW, MP, KG-C</p>
<p>9. 9.1</p> <p>9.2</p>	<p><u>Fundraising – Kate Graeme-Cook</u> Until a Development Plan and associated projects are in place it will not be possible to approach sponsors.</p> <p>MP asked whether travel subsidy might be a suitable item for sponsorship.</p> <p>KG-C suggested a high-profile event to be held in 2022 to raise funds for a specific item. This would have to take place wherever most money could be raised. Potential suitable locations were suggested:</p> <ul style="list-style-type: none"> - Dartmouth Guild Hall (upstairs) - New Sharpham Winery (opening soon) - Churston Grammar School 	

<p>10. 10.1</p>	<p><u>AOB</u> Development Plan</p>	
	<p>Trustees agreed to redefine 'recreational sailing' to encompass any waterborne activity. IW will amend HOPs and NS notify the Charity Commission accordingly.</p>	<p>IW, NS</p>
	<p>IW suggested the option of introducing canoe and kayak activities. SS cautioned that these would require specific safety and volunteer support. Dartington already offers disabled Kayaking. MP suggested a possible reciprocal arrangement with other groups. The Membership Survey will establish the level of interest. SS will contact Roger Holroyd.</p>	<p>SS</p>
<p>10.2</p>	<p>Trustees need to have a view on future development for DSG. The following options were suggested:</p> <ul style="list-style-type: none"> - Growing the membership - Widening experiences available - Focusing on improving and refining where the Group is now. 	
	<p>All options would require volunteer effort and might require diversification of equipment. Trustees were asked to send ideas to IW.</p>	<p>All</p>
<p>10.3</p>	<p>MP offered a big thank you to the Management Team and all involved in the relocation and in running a fantastic season. Statistics were:</p> <p>95 sailing members 36 individual sailors 7 small groups 43 sailing days 386 individual sailing days 270 group days 763 volunteer sessions (since May) 3500 volunteer hours Various training and evaluation days 2 PB2 courses</p>	
<p>10.4</p>	<p>NS and JP joined MP in thanking everyone for a successful season. The Group can move forward with confidence.</p>	
<p>11.</p>	<p><u>Date of future meeting.</u></p> <p>The next meeting of Trustees will take place on 19 January 2022.</p>	