

EVANS BAY YACHT & MOTOR BOAT CLUB
INCORPORATED

ANNUAL GENERAL MEETING

Notice is hereby given that the 94th Annual General Meeting of the Club will be held in the Clubhouse on 8th August 2013 at 7.00pm

BUSINESS

1. Apologies
2. Confirmation of the minutes of the 93rd Annual General Meeting held on 9th August 2012
3. Presentation of the Annual Report and Accounts for the year ended 30th April 2013
4. Correspondence
5. Notices of Motion
6. Election of Patron, President, Flag Officers, Sailing Academy Officer, Communications Officer, Events Officer and Sub Committee Members for the 2013-2014 Season
7. Setting of Annual Subscription
The Committee hereby gives notice that the subscriptions for the 2012-13 be set as follows:

Family	\$380
Senior	\$290
Veteran	\$120
Youth	\$100
Associate	\$90
8. Three Year Strategic Plan
9. General

The Committee
July 2013

As per clause 4.2(b) and 5.2(b) of the Club Constitution, nominations for 'Office holders' and 'Notices of Motion' must be with the Club Administrator no later than 5.30pm on Thursday July 25th July 2013.

EVANS BAY YACHT & MOTOR BOAT CLUB INC

COMMODORES

G.H. Jackson	1918-19	R.W. Brown	1973-74
A.J. Ibbotson	1919-25	D.A. Dodson	1974-75
A. Cheeseman	1925-27	I.J. Craig	1975-78
J.C. Burbery	1927-28	N.H. Blance	1978-80
F. Chas. Holmes	1928-30	W.R. Rankin	1980-83
W.H. Wagstaff	1930-31	M.E. Vile	1983-84
L.J. Ibbotson	1931-32	R. Rodgers	1984-86
W.J. Keane	1932-36	E.J. Dunn	1986-87
A.C. Kellett	1936-37	C. Anastasiou	1987-88
G.H. Tanner	1937-40	D.C. Wallace	1988-90
E.W. Hargreaves	1940-43	G.N. Wagstaff	1990-92
A.W. Johnson	1943-48	D.W. Bale	1992-94
L. Robertson	1948-49	D. L. Kingi	1994-95
A.W. Johnson	1948-49	P. Sara	1995-96
A.H.P. Farr	1949-50	D. C. Wallace	1996-97
H.H. Jessep	1950-52	M. G. Spencer	1997-98
C.R. Woolley	1952-54	N. M. Gibbons	1998-99
G.E. Yates	1954-56	P. Sara	1999-2000
J.C. Boland	1956-58	J. P. Begg	2000-01
W.J. Watt	1958-60	W. R. Rankin	2001-05
W.E.J. Yates	1960-61	M. Coupe	2005-06
R.W. Telford	1961-62	M. Tremlett	2006-07
E. Maney	1962-65	J. Seggie	2007-08
D.K. Smith	1965-69	N. Johnson	2008-11
M. Crisp	1969-71	G. Cooper	2011-12
D.K. Smith	1971-73	J. Seggie	2012-

HONORARY LIFE MEMBERS

G .D. Anderson	G. N. Wagstaff
N. R. Currie	M. Usher
J. G. Duurloo	W. R. Rankin
G. D. Hargreaves	N.H. Blance
P. W. P. Hitchcock	D. G. McGee
Y.C. R. Mexted	N.M. Gibbons
M. G. Spencer	M. Appleyard

EVANS BAY YACHT & MOTOR BOAT CLUB INC

CLUB OFFICERS, 2012 - 2013 SEASON

PATRON - Mayor of Wellington, Celia Wade-Brown

PRESIDENT – John Seggie/Paul Sara

<u>COMMODORE</u>	Gordon Cooper/John Seggie
<u>VICE COMMODORE</u>	Colin Lee
<u>REAR COMMODORE</u>	David Taylor
<u>CLUB CAPTAIN</u>	Errol Curtis/Gary Baldwin

THE COMMITTEE

The Flag Officers together with the following Club Officers

<u>Sailing Academy Officer</u>	Murray Thomas
<u>Communications Officer</u>	Hamish Norton
<u>Events Officer</u>	Mike Dunlop

<u>WYA Delegates</u>	Colin Lee
<u>Honorary Solicitor</u>	Richard Martin
<u>Auditor</u>	Kevin Newson
<u>Slipway Manager</u>	Bill McCullough
<u>Slip Master</u>	Mike Usher
<u>Club Manager</u>	Dale Adams

The Clubhouse
P O Box 14-496, Kilbirnie 6241
501 Evans Bay Parade, Hataitai
Wellington 6021
Telephone 04-939-4167

EVANS BAY YACHT & MOTOR BOAT CLUB INC
MINUTES OF THE 93rd ANNUAL GENERAL MEETING
Held in the Clubrooms on Thursday 9th August 2012 at 7pm

Present Gordon Cooper (Commodore), John Seggie (Chair) and 52 members of the Club.

1. Apologies: Andy Brown, Daryl McGee, John Duurloo, Remy Thomassen, Gary Baldwin, David Wilcox, Richard Holford and Doug Young.

John Seggie informed the meeting that Daryl McGee was in hospital and on behalf of the meeting wished him a very speedy recovery.

A minutes silence was held in memory of Judy Third and Robin Clearwater who passed away during the past year.

2. Confirmation of Minutes

The minutes of the 92nd Annual General Meeting had been circulated within the Annual Report and were taken as read.

Moved Rory Graham **Seconded** Bob Mawson "That the minutes be accepted as a true and correct record". **Carried**

3. Annual Report, Statement of Accounts and Budget

Gordon Cooper spoke about the year being difficult but said there had been a number of positives in particular the Slipway and Hardstand. He outlined major repairs carried out during the year and concluded by encouraging members to help revitalise the club. He thanked the two Management Committee members who were standing down, Trevor Toohey Club Captain and Gary Wagstaff Vice Commodore, for all their hard work and also thanked all those on the sub-committees. Finally he had special thanks for Alison Pritchard for her effort in preparing the reports for the annual statement.

Gordon then handed over the presentation of the statement of accounts to the club's accountant Peter Nankivell.

Peter said the income of the trailer park and house was down and with the club having fixed expenses the club would have to focus on getting that revenue up. After depreciation the club had a loss of \$45,000 as opposed to a profit last year of \$15,000. However he said the balance sheet showed a healthy \$90,000 still in cash with not much in outgoings in terms of liability and the club is sound but if the club keeps losing \$45,000 a year in six years' time it won't exist. He said something has

to be done but it is not catastrophic. The main income earners from the previous period were struggling now and they are going to have a very significant impact on the overall result in the future. The budget for the coming year has a proposed \$26,000 loss based on where the club is now and if there are no changes. There is \$31,000 as a first priority in the CAPEX budget and around \$40,000 postponed which were second and third priorities however a lot of this was proposed the year before.

The auditor's report referred to the uncertainty around some transactions that occurred during the period but Peter said nothing can be said at this stage as charges had been laid by the police and the club could not discuss it. He said that it was felt that the unauthorised transactions were not large however it involved an enormous lot of time and effort for the people in the office and club investigating it on the members' behalf. There was a statutory obligation to take the enquiry to a certain level and that had been done.

Rick Martin asked what was going to change to bring a \$20,000 turnaround proposed in the House budget and what specifically is planned. Gordon said it was set at a realistic figure and hopefully it can improve.

Jane Thomassen said the question was not being answered and asked what controls were being put in the bar to bring a \$20,000 improvement.

David Taylor said that the turnover will depend on the people turning up and until there were more people attending he didn't know how he could improve the figures. Jane asked how he could budget an increase in income when he didn't know how to improve the figures. David said he was going on the past figures and welcomed any suggestions.

Bruce Campbell said in comparing this year's house figures to last year's figures, the club needed to concentrate on expenditure and controls needed to be put in so there is not a deficit of \$22,000 again as somewhere along the line the expenditure has blown out.

John Seggie said there were a lot of people in the club with skills and said it would help David if these people came forward and offered to help as it is very difficult to expect one person to do the job.

Jane said it was about proper controls and asked if procedures had been put in place to approve each account to make sure it didn't happen again. Gordon replied that each ManCom member now sighted every invoice they were responsible for and signed it off. Peter said that there was a proposal to alter MYOB to a new online version which would give him an opportunity to review it every month and also give ManCom access to viewing it which would go partway to addressing that need for review. He said in all clubs there is not enough money to get proper segregation of duties and there is always going to be a high component of trust. Ideally a separate person should be handling money from the accounting side. When a person has access to both cash and accounting, as this club does, problems arise. The new

system would have multiple access without being able to alter anything. The cost of putting this in, including changing the coding system, would be about \$5,000.

Rick asked if there was a house problem or an administration problem. Peter said it was an administration problem as everything passes through the office.

Jane said with the cash holdings \$90,000 and projected surplus of \$43,000, the proposed CAPEX budget of \$75,000 would leave a projected cash flow of \$58,000 at the end of next year. Jane asked if the members were prepared to accept that amount of CAPEX expenditure and said that if it is repeated next year then the club would have no money whatsoever. Peter said that the CAPEX for this year was only \$31,000 and that it was a wish list. Jane asked what the members were prepared to accept for this year because if the whole list was done, which she said was possible, the club was going to be broke. Warren Rankin said the meeting was the opportunity for members to take some control and participate in the clubs financial affairs. Hamish Norton said he thought Jane's question was rhetorical and couldn't be answered now and suggested that members come forward with ideas to help the club become more financially viable.

"That the Annual Report and Statement of Accounts be accepted."

Moved Rick Martin/**Seconded** Neil Gibbons

Against Jane Thomassen

Carried

4. Correspondence None

5. Notices of motion

There were two notices of motion put forward by Warren Rankin.

Notice Number 1

"To facilitate growth of on the water activity, the committee shall refund 30% of storage fees to boat owners, *who from the 1st September 2012 to 31 August 2013, participate in at least ten scheduled events. The events would include participating in racing on at least eight scheduled Race Days. New members will have their eligibility prorated from the time they join and pay for storage. The refund would apply to their 2013/2014 storage Fees.*"

Warren said he had been a member for 48 years, a Commodore a couple of times, president about four times and had been on numerous committees. He said other clubs in the country were growing but Evans Bay Yacht Club was not and the racing fleet had diminished hugely. The tradition of Evans Bay Yacht Club is about predominately going yachting and that has become a more minor part of the club over the last few years. He said if we get more boats racing we will have more people turning up at the bar on Saturday afternoon which would help generate the extra \$20,000 in profit. Several years ago he said he negotiated the club's lease with WCC. They asked for \$75,000 and he got it down to the \$20,000 it is today on the

understanding the club would grow and foster interest in its members. He said the motion is a start to returning the club to its members and focussing on its proud tradition and getting on with the job of going sailing.

Rory Graham felt it was an attack on the hardstand and it wasn't fair.

Rodger Wilson said Daryl McGee asked him to speak to the motion. Years ago a group of ex-Commodores and Life Members came up with a similar plan based on the theory that you park your boat, charge you \$1,000 a year but the trade-off was a bar credit of \$250 - \$300 and it would only cost the club wholesale. The scheme was based on a coupon being clipped at the bar however it didn't happen because it was felt it too hard to administer. Rodger said Warren's idea is not new and is a good idea as we are trying to encourage members get out in their boats. We are a multi using club and want to encourage all members to use the club. That group of ex commodores and life members who came up with a similar scheme to Warren's some years ago do approve this motion and Daryl, who sends his apologies, does support this motion however he would like to see it as a house credit rather than a cash refund.

Other members felt it wasn't fair if you didn't race and that the club was a yacht club not a racing club.

John Seggie reminded the meeting that it is a yachting and motor boat club and goes right across the board.

Colin Lee said he was keen to get people out on the water and would be happy to help organise activities and to do a survey to see what people wanted.

Jane Thomassen said surveys in the club do not work as she did a mini survey and got 10 replies out of 300. She said it was up to the meeting to decide on motion or leave it up to ManCom to decide on incentives for members to participate in club.

Rory said while he supported Warren in his attempt to get people out on the water he didn't think the club could afford to give away money as the club had already made a loss this year and will make a loss next year.

Gary Wagstaff quoted objectives from the constitution which were "To encourage yachting, yacht racing, cruising, sailing boats and motor boats, and the promotion of social interaction between members and kindred clubs". He suggested that people who are wavering to vote against the motion so that ManCom can look at it.

Murray Thomas said that there would be anomalies but suggested the club try it for a year as it wouldn't be a huge number.

Warren replied that it was not for 10 racing events but 10 scheduled events and the onus was on the new Committee to schedule a pile of events to allow members to participate.

For 13
Against 22
Motion lost

Notice Number 2

2) ALTERATION TO CONSTITUTION

ADDITION TO Clause 5.5.2 (d)

The committee shall present a draft three year strategic plan to the annual meeting for discussion, and final approval of the meeting.

The plan shall cover all aspects of the club functioning including membership, facilities, on the water activity, slipway and storage. It shall contain growth targets and financial implications.

Warren said the club has no goals, no aims and no objectives. It's got good leaders but needed a planned way forward and by putting this in the constitution it means that committees are bound by it to plan and think ahead.

Moved Rick Martin/seconded Jane Thomassen that the motion be put.

Carried unanimously

6. Election of Officers

There being no contested positions the following officers were elected.

Patron	Mayor of Wellington
President	John Seggie
Commodore	Gordon Cooper
Vice commodore	Colin Lee
Rear Commodore	Dave Taylor
Club Captain	Errol Curtis
Sailing Academy Officer	Murray Thomas
Communications Officer	Hamish Norton
Events Officer	

As there were no nominations for Club Captain Bill McCullough nominated Errol Curtis, seconded by Gary Nimo. **Carried**

As there were no nominations for Communications Officer Murray Thomas nominated Hamish Norton seconded by Rory Graham. **Carried**

There were no nominations for Events Officer.

Sub Committees

Sailing Committee Mike Appleyard

Demian Dixon
Neil Currie
Rodger Wilson
Wade McGee
Matthew McCullough

House Committee

Rory Graham
Bob Mawson
Steve Hazlewood
Neville Clark
Al Osborne
Kate O'Brien

Facilities Committee

Gary Wagstaff
Bob Mawson
Rory Graham
Barry Telford
Steve Hazlewood
Paul Price

Sailing Academy Committee

Colin Lee
Steve Luckin
Remy Thomassen
Hamish Norton

Communications Committee

Alison Pritchard
Demian Dixon

Events Committee

Slipway Committee

Bill McCullough
Russell Third
Neville Clark
John Duurloo
Mike Usher
Gary Nimmo
Gary Baldwin
Barry Telford

7. Setting of Annual Subscription

The Management Committee proposed the membership subscriptions as follows:

Family	\$380
Senior	\$290
Veteran	\$120
Youth	\$100
Associate	\$90

Gordon Cooper said that the membership subscriptions had not been put up for a couple of years and the Management Committee thought that a fair increase could be based on the NZ inflation rate which over the last 6 quarters averaged out to 3.63%. He said that the senior rate was increased by around \$9 and rounded off to the lowest number.

Warren said that every time the membership fee increased the club lost members and wanted to know was the loss of membership built into the extra income. He said that over the last three years membership has dropped by 22%.

Demian Dixon said the club only had one junior member and needed to look at the cost of the junior membership.

Rodger Wilson said it would make the Club the second most expensive yacht club in Wellington.

Jane Thomassen said the last time membership subscriptions went up the membership dropped by 40.

Gordon told the meeting that YNZ said 90% of the clubs put their fees up by the inflation rate so that they have a steady increase each year and not a colossal one after a few years.

Moved Gordon Cooper/**seconded** Matthew McCullough that the increases be accepted.

Motion lost

8. General

Gary Wagstaff told the meeting that history was made at the Olympic Games with the yachting team winning the 100th medal. He also mentioned that we lost an Olympian this year who lived in Wellington – Hugh Poole.

There being no further business the meeting closed at 2030 hours.

Commodore's Report

When Gordon Cooper resigned, I was requested by the MANCOM committee to take over the role of Commodore. Following discussions with MANCOM members I agreed to undertake the position until the 2013 AGM. At the time there were a number of issues of concern to club members and the management committee. A number of the issues required urgent attention, such as the financial position of the club, membership continuing to drop, the ongoing discussion around the purchase of a rescue boat, the importance of the slipway operation to the club's financial position, and an urgent need to look at introducing systems to ensure the maintenance of club assets. These issues were addressed by having a timetable for regular checks and also ensuring that money was available to cover any maintenance costs as they arose rather than waiting until problems occurred and having to find the money out of the available funds at that time.

Bill McCullough, the slipway manager, worked long hours to improve systems at the slipway, assisted by Errol Curtis and Gary Baldwin and, on computer matters, Alan Irvine. In addition, club members were very supportive in the construction of the new slipway office. There was also the ongoing discussion regarding the purchase of a new rescue craft, with the decision continually being deferred year by year. Many members had concerns regarding the affordability of the proposal. Because of this MANCOM agreed to engage Susan Clair, who is experienced in applying for grants. Susan was successful in raising \$19,700.00. As a result of this success the rescue boat has now been purchased, and Neil Currie agreed to work with MANCOM to oversee the commissioning of the craft.

MANCOM also agreed it was important that, where possible, the club put funds into an account annually to enable important maintenance to be undertaken. This should be for all areas of the club to ensure regular maintenance programmes are affordable. While there remain areas of the club which require attention, positive progress has been made. I believe that Warren Rankin's remit for a three year plan coupled with progress already achieved should give certainty to the club's future. If members are asked for their opinion on a particular issue please participate as the club's future could be determined by the outcome.

The financial operating system is being changed to Xero with the assistance of Alan Irvine. Following the end of year accounts, which will be based on the present system, the changeover to Xero will be made. There has been a problem for some time regarding the collection of accounts and club manager, Dale Adams, made significant progress in collecting monies owing. It is important that we have an accurate as possible record regarding membership. Carrying members on our records who are unfinancial gives an incorrect indication of actual membership numbers.

There are many clubs in which people can participate so therefore we must make the club user friendly and consider ways to encourage more people to join. To do nothing is not an option.

Since taking the position of Commodore I have had good support from MANCOM members. We all have the same goal, which is to build on the structures that work and look to improve the areas about which members have voiced concern.

Dale advised MANCOM in May that she had made the decision to resign as Club Manager, and undertook to work out her notice. Dale's service to our club was acknowledged and we wished her well for the future. The office is now staffed by Sheena Kilmister, Accounts, and Jennifer Loader as Office Manager. The workload and hours the office is open are presently under review by a committee of MANCOM members, which should be in a position to report to MANCOM shortly.

In conclusion, there is still much that can be done to improve the club's operation. Special thanks must go to Alison Prichard who continues to provide articles for the club magazine. If you have anything to contribute, please contact Alison who is always looking for articles of interest.

John Seggie
Commodore

Vice Commodore's Report

Firstly. My thanks go to all those who have supported me in this role and provided help and advice in the running of the sailing programme.

This year's Season Prize Giving was held in conjunction with the wonderful Vinyl Night event organised by Mike Dunlop. This proved to be successful formula with most winners making the night to receive their cups and certificates. My thanks to Gary Wagstaff for helping sort out the cups and Lynley & Rodger for helping polish them.

The Cruising Division was ably managed by Matt McCullough this year and saw the usual suspects competing hard and discussing handicap scores for the many cups available.

The Paper Tiger Fleet was down this year, sailing in the Spring Series only. Summer proved the time for travel with the PT Fresh Water series and the bi-annual International Championship with Australia. The Winter series is looking promising.

The Centreboard fleet saw mostly Centreboard trapeze boats out with insufficient Centreboard non-trapeze sailors to make a series. We are seeing 6 club boats being hired for racing now as a result of the excellent work being done by the Sailing Academy's Development squad under Hamish Norton.

The Trailer Yacht fleet had their regular competitors with Darryl McGee winning Yachtsman of the Year for an outstanding effort to win the NZ Trailer Yacht Association Division 2 National Championships held on Lake Taupo over Easter.

The Twilight Series scheduled for Friday nights attracted a small band of centreboard enthusiasts who, whilst not really competing did enjoy the opportunity to practice their race skills.

During the 7th-8th February the club hosted the Noelex 25 National Championship. Thanks to the amazing organising skills of Nikki Johnson and her Regatta committee this was a outstandingly successful event that garnered many favourable comments from the competitors. The club needs to continue hosting these events.

During the middle of March the club again hosted the Lower North Island Secondary Schools Team racing (LNISSTR). Under the able guidance of Gary Wagstaff and help from affiliate TRIYA, this was once again an overwhelming success.

Pania, Kokotahi and Te Akautangi have again given sterling service in club racing as race control, mark laying and rescue vessels. My sincere thanks go to Neil Currie for keeping all the boats maintained to high standard and his supporting role on the water. Many thanks also to Steve Luckin, Colleen Luckin, Murray Thomas and Tamsen Blyfield for their help in manning the rescue boat.

The on the water duties were under the capable hands of Race Officer Mike Appleyard. The club owes a huge thank you to Mike for his continuing Race Officer duties. His is a

steadying and guiding hand that ensures fair competition. Thank you Mike for your time and effort.

It is important to note that without the help and support of Neil and Mike and the rescue boat drivers we would not have any racing programme at the club. The club needs volunteers to put up their hand to help in the running of races and taking on race management skills. I would encourage you in this.

My thanks go to the sailing committee Mike Dunlop, Rodger Wilson, Mike Appleyard, Neil Currie, Glen Syman, Matt McCullough and Demian Dixon for their help and input to the sailing programme.

Colin Lee
Vice Commodore

Rear Commodore's Report

Firstly, I wish to thank my Committee members for their support these last two years. We have hosted several regattas and all went well.

Meals on Friday night with our new Chef, Don, have been well attended, and Yvonne's roasts have been very popular.

In the next two months all members should consider how they can assist our club by standing for the various positions and Committees at the AGM.

David Taylor
Rear Commodore

Club Captain's Report

This year the Facilities group under Errol has progressed & completed some major upgrades for the revenue-earning sections of the Club such as the Slipway office plus new mezzanine storage areas in the north shed.

The Slipway is a major earner for the club and continuous improvements to enhance safety and eco-aspects will be budget-hungry but Bill McCullough is working with WCC to complete some works.

The Startbox repairs have commenced: the stairway landing balustrade has been repaired (thanks to Doug Young) Mancom has revived & approved a re-roof quote, and the facilities folk (Paul Price & Steve Hazlewood) are working towards a full coating program for Working-Bee day.

Our street-appeal has not been enhanced by the recent June storms which have damaged guttering and further damaged the paved areas, and we may need to address the aspects of continuous patching versus a costly re-surface.

Members have questioned the viability of the storage areas (Black Shed & Trailer park) as vacancies are evident. Facilities group have analysed the current status from the viewpoint of utilisation / competition / client base etc and concluded that the trailer park (87% utilisation) can be enhanced by (costly) security etc., but the Black Shed (62% utilised) can be improved by some quick-fix ideas suggested by Rory.. e.g. Some unused top-deck racks can be enclosed as demountable lockups .. (we already have enquiries for these).

Mancom have been requested to consider monthly or quarterly billing for storage (using AP or DD system) to alleviate the September spike of subs plus storage fees, for some people.

The Facilities committee is comprised of a valuable trade & knowledge base and it is gratifying that they can still offer time & assistance whilst all retaining full-time jobs. The upcoming working bee / allocation day will need many more of us common ordinary folk to pitch-in, have fun & achieve what we all want...a pleasant & viable club operation.

Enjoy !

Gary Baldwin
Club Captain

Sailing Academy Report

This season the Academy ran four Beginners and one Intermediate class. In addition, one of the club's affiliates, the Victoria University Wellington Sailing Club ran their own class.

Hamish Norton also ran two Development Squads, the aim of these were to enable people to improve their skills; several people who attended the Development Squad went on to buy their own boats. In addition to the learn-to-sails we continued to run social sails, the aim of these is to give people who have completed a beginners course time on the water to build up their confidence and skills.

To enable the club to have more rescue boat drivers, Neil Currie ran two rescue boat courses.

Once again Colin Lee organised the club's annual Sounds Weekend in May. This year it was one of the most successful ever with 48 people attending, several of whom went on to partake in the Winter Series.

A big thank you to my committee of Colin Lee, Steve Luckin, Hamish Norton, and Remy Thomassen and to all the people who gave their time to assist with the running of the classes and the maintaining of the boats. Without their help the Academy would not run. However we are always looking for volunteers to either assist with the classes or be on the rescue boats or help with maintenance of the boats. If you think you can assist the Academy please do not hesitate to contact the Academy Officer.

Murray Thomas
Sailing Academy Officer

Communications and Marketing Report

Well I didn't really know what I was stepping into at last year's AGM, but it's worked out alright. At the beginning I didn't realise the role entailed Marketing as well, thus my focus ended up being on Communication for the club. I've done what I could to keep up the weekly newsletters and started a FaceBook group which allows you as members to contribute to the Club as a community by being able to post stories, information, photos and events. I hope you have enjoyed them both, and please keep sending me information about what you are up to in the club and or posting it in the FaceBook group.

By being in this role it's prompted a lot of thought about where we are at as a club and the time that now live in. The social landscape has changed significantly though leaps in technology and the sheer number of opportunities available to people to choose from.

A huge effort is required in this role over this next year to assist the club to prosper. It's not one person's role, but we can come together as a club to take this role on and spread the load. It would be magnificent to see a team of people helping out to help make the following plan come to life.

The following is a plan for Marketing and Communication. Now I mention Marketing before communication as I feel the club's priority between the two should be on Marketing ourselves firstly. This plan is a recommendation to the income Marketing and Communications Officer.

Marketing and Communication Plan

The **primary communication focus** is to enable the leaders of the club to get information out to the members.

The **secondary communication focus** is to enable members to interact too by adding photos, comments, and opinion.

The **primary marketing focus** is to build marketing opportunities to support the clubs operations.

Communications Plan

Enabling the leaders of the club to get information out to the members

The club has a number of different leaders from flag officers to volunteers helping out with the wide variety of different things for all different parts of the club, for the Slipway, Sailing Academy, Sailing Programme, Facilities and the House among others.

To enable the leaders with effective common channels of communication need to be setup. These cover a variety of interactions between various groups:

1. Amongst the leaders themselves, such as within the committees themselves and between the Management Committee and the various sub committees.
2. For the Leaders to communicate with the Members and vice versa
3. For the Leaders to communicate with the Public and vice versa

Channels of Communication

By channel I refer to a method a bit like a piece of pipe where you push something down it and it comes out the end. In this case to a group of people. Each pipe is a different method or channel of communication.

1. Leaders (Channels)

A membership system which everyone can access (status: Access database on a computer, not accessible to the leaders). A file/data system which everyone can share and use to collaborate. The system I can think of that does all of this is Google Apps, with Microsoft's Office365 a close second.

Features:

- Email and aliases
- Document collaboration
- Shared contacts (Members Directory) and groups

2. Between Leaders and Members (Channels)

- Website (status: Tired look and feel, requires a Content Management System to enable the Leaders of the club to put up content on the website themselves, removing the dependency of relying on a Web Master to place the content on the site. Current news isn't on the home page)
- Text Messaging Service a.k.a. SMS (status: Non-existent, could be very useful for on the day information)
- Email (including the Newsletter) (status: Working well)
- Facebook Group (status: Building a following)
- Spinnaker (status: Working well thanks to Alison great efforts)

3. Between Leaders and the Public (Channels)

- Website (status: no member sign up, and membership information isn't at the top level)
- Marketing (other marketing channels such as advertisements via the likes of: Facebook Adds, other online adverts, print media, local flyers, etc. status: Non, required development)
- Facebook Group (A mechanism to deliver right now notifications).

Marketing Plan

1. Build Marketing Opportunities around and for the Sailing Programme
 - 1.1 For Events, both social and sailing regattas
 - 1.2 For Race Series
 - 1.3 For Classes
 - 1.4 For Individual Races
2. Build Marketing Opportunities around the club and through it's resources.
 - 2.1 The Buildings e.g. The Black Sheds roof
 - 2.2 The Club's Boats
 - 2.3 The Spinnaker
 - 2.4 The Website
 - 2.5 The emailed Newsletter

Improve the Website

To include...

1. News Items
2. FB Feed
3. CMS which will it's not just one person maintaining the website.
4. Emailed Newsletters

Website Recommendation

Move to a CMS which provides the above mentioned.

Wordpress I feel would be the best CMS for our leaders to use as it is one of the most simple and free CMS's available. It would also be very easy to organise hosting for the site from a service. An alternative could be the likes of SilverStripe or Notion which I could arrange the build and hosting at my work.

Objectives (2013/14)

1. Implement an office collaboration system, such as Google Apps or Office365
2. Implement a website that is based on a CMS which all of the clubs leaders can use, such as WordPress
3. Prepare a Membership marketing plan and initiate it
4. Organise a Marketing Agency to pay for the usage of the Black Shed roof
5. Prepare facilities with sponsor ship spaces
6. Organise a Race Series Sponsor
7. Implement a text messaging system which can be used by Slipway, Sailing Committee and Sailing Academy (and others as required)

Objectives (2014/15)

1. Continue implementing the Membership Marketing Plan
2. Organise more sponsorship for more events

The plan current excludes the third year as I feel it's vital that we strive to accomplish the above in 2 years. After each year it will be important to plan the following year based on an assessment of progress and our clubs environmental changes.

I would like to extend a huge thank to to Demian for maintaining the clubs website and to Alison for producing the fun filled Spinnaker. Thanks Guys. For me, I am stepping across from this role to become more involved in coaching as this is where my passion lies, and where I feel I can assist the club best.

Kind regards,

Hamish

Communications and Marketing Officer

Slipway Report

The past year has seen steady progress in the operation of the slipway. Programmes are now in place for regular maintenance checks to try and keep all equipment functioning smoothly. This has taken a lot of the committee's time.

I had a meeting with Peter Hemsley of the council to request some work to be done in the yard. He has allocated a budget of \$30,000 for this work. Mainly this work consists of the subsidence problems and lifting the slipway rails. A wish list for myself and the committee members is that all of the yard be tar sealed. I did put this to Peter but he declined to come to the party. We will look at a plan to do it ourselves, section by section. It will greatly enhance our customers working experience, as it will make easier cleaning up, and easier use of platforms and scaffolding.

Also we are planning this year to have a designated cradle space, covered in so that work can be carried out, (such as grinding, painting etc) in a restricted area and not interfere with the other users of the yard.

We have now settled into our new office at the North end of the Black shed and may I say what a pleasure it is to use it. That old shed may have been a cheap option but it fulfilled its task and now was the time to move forward. Thank you Errol

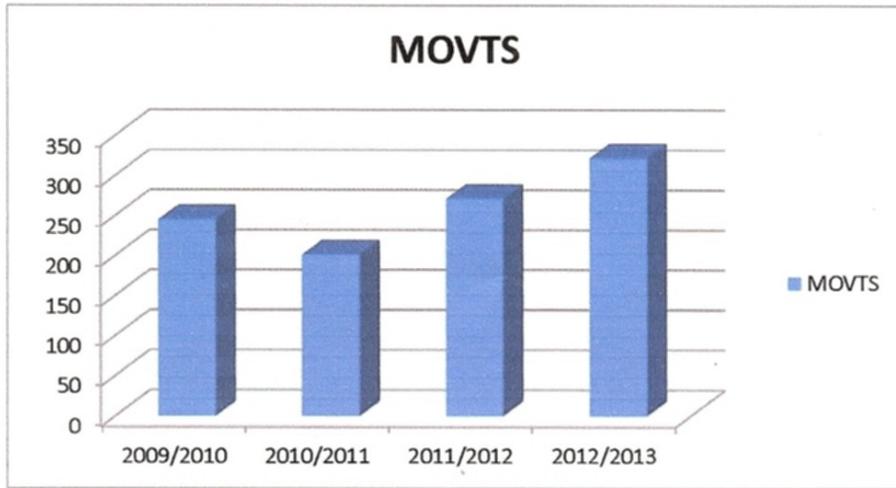
As I mentioned in last year's report we were looking at a paid position for the travel lift operation. This turned out to be a nightmare for myself and the members of the committee, trying to organise it. John Seggie and Gary Baldwin gave generous time to sift through and interview the applicants and approved one who they considered to be very suitable. Unfortunately the most suitable applicant declined as he had heard some discouraging gossip. We then went to Plan B and instigated a plan to reimburse our volunteer drivers expenses and this is in place at the moment. Two further volunteers have come forward and training has started with one of them, the other will commence shortly. In the meantime Sven and Mike are carrying out the lifting duties.

As you can see from the chart below the use of the slipway is slowly increasing. This is encouraging for the committee and me.

I have endeavoured to put in place systems that are on-going and will ensure that that the continuity of the running of the slipway is ensured.

Let me thank my committee for their input and hard work behind the scenes. It has not been all harmony, but the functioning of the slipway has been to the fore and in that, the club is the final beneficiary.

Thank you to Alan Irvine for his work in fine tuning the computer. The slipway now has its own dedicated link on the Club website and now has an (ultra-modern!) online booking system.



Bill McCullough
Slipway Manager

MEMBERSHIP SUMMARY 2012-13

STATUS	12/13	11/12	10/11	09/10	08/09	07/08	06/07
Senior	167	178	196	204	207	210	193
Family*	24	22	28	32	48	53	66
Youth	3	1	6	8	10	10	18
Associate	20	21	17	20	13	17	16
Veteran	36	35	31	30	34	32	35
Life	13	14	13	14	14	14	10
Honorary			-	-	1	19	32
Affiliate Clubs ^o			5	4	5	8	8
LTS temp [^]	24	36	20	41	47	26	
	287	307	311	353	379	389	378

* The Family Class group also includes 26 partners and 20 children

[^] Learn to Sail temporary members

^oThere are five Affiliated Clubs who have the following approximate membership:

- Tup Radford Intercollegiate Sailing Academy 100
- Sailability 30
- Wellington Angling and Surfcasting 130
- Tai Tonga Outrigger Canoe Club 30
- Victoria University Sailing Club 60

During the year 58 new members joined the Club and 40 members were removed from membership either through resignation, no current address or on account of non-payment of subscriptions.

Evans Bay Yacht & Motor Boat Club Inc

Financial Statements

For the year ending 30 April 2013

These financial statements have not been audited. They have been subject to a review engagement under the Review Engagement Standards issued by the NZ Institute of Accountants.

Notes to the Financial Statements

For the year ended 30 April 2013

1. Statement of Accounting Policies

Reporting Entity

Evans Bay Yacht and Motor Club Incorporated is registered under the Incorporated Societies Act 1908.

These financial statements have been prepared in accordance with generally accepted accounting principles, subject to the differential reporting framework.

Measurement Base

The accounting principles recognised as appropriate for the measurement and reporting of financial performance and financial position on a historical cost basis are followed by the club.

Specific Accounting Policies

The following specific accounting policies which materially affect the measurement of financial performance and financial position have been applied:

a) Fixed Assets

Fixed assets are stated at cost less accumulated depreciation.

b) Depreciation

Depreciation is provided at straight line rates calculated to allocate the cost of an asset, less any estimated residual value, over its estimated useful life. The following useful lives are used:

• Clubhouse	20 years
• Slipway	10 years
• Rescue Boats	10 years
• Sailing Boats	5 years
• Office Equipment	6 years
• Storage Shed	10 years
• Security System	10 years
• Computer	3 years
• Drainage & Sewerage Installation	10 years

c) Accounts Receivable

Accounts receivable are stated at their net estimated realisable values.

d) Stock on Hand

Stock on hand is stated at the lower of cost, determined on a first-in first-out basis, and net realisable value.

e) Membership and Club Affiliation Fees

Income from membership and club affiliation fees is recorded on an accruals basis.

f) Donations and Fundraising Income

Donation and fundraising income is recognised when it is received.

g) Income Tax

The Club is exempt from income tax under Section CB4(1)(h) of the Income Tax Act 1994.

h) Goods and Services Tax

These financial statements have been prepared on a GST exclusive basis.

i) Differential Reporting

The Club qualifies for differential reporting as it is not publicly accountable and it is not large under the terms of the differential reporting framework. The Club has taken advantage of all available differential reporting exemptions except that the Club has elected to present a Statement of Cash Flows and a Proposed Financial Performance Budget, none of which are required under the differential reporting framework.

j) Deferred Sponsorship Income

Grants received for capital expenditure have been shown in the Statement of Financial Position with an amount equivalent to the annual depreciation on assets purchased with the grant funding brought to account as revenue during the year.

k) Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

2. Supplementary Information

Following are brief narrative descriptions of each operating activity:

House Trading

Provision of bar and snack services for club members and rooms for hire.

Facilities

Provision of the slipway, sheds and trailer park for the use of club members.

Sailing

A range of regular sailing activities and regattas and provided for club members.

Sailing Academy

The club provides training courses for both the general public and school students. The club also makes its rescue boats available to other clubs.

Miscellaneous

Includes income and expenditure related to publications and clothing.

Membership/Affiliated Fee

Includes income from members and affiliates subscriptions and fees.

3. Prospective Financial Information

The financial statements include a Proposed Financial Performance Budget and a Proposed Capital expenditure budget (CAPEX). These statements have been prepared on a business as usual basis and are for the purpose of club members in considering future activities of the Club. They may not be appropriate for other purposes. Actual results achieved for the period

are likely to vary from the information presented and those variations may be material. The prospective financial statements have not been included in the Review Report which accompanies these financial statements.

4 Leases

The Club leases its land from the Wellington City Council for an amount of \$40,000 pa plus GST. The lease has 8 years to run. Future minimum lease payments are as follows:

	2013	2012
	\$	\$
Not later than one year	40,000	40,000
From one to five years	160,000	160,000
Later than five years	160,000	200,000

EVANS BAY YACHT & MOTOR BOAT CLUB INC
STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDING 30 APRIL 2013

		2013	2013	2013	2012	2012	2012
	Note	Income	Expenditure	Net	Income	Expenditure	Net
		\$	\$	\$	\$	\$	\$
House	5	116,165	113,851	2,314	105,151	127,168	(22,017)
Slipway	6	80,045	38,017	42,028	72,858	34,680	38,178
Facilities	7	63,545	43,269	20,276	84,062	35,619	48,443
Sailing	8	6,862	16,447	(9,585)	7,611	20,184	(12,573)
Sailing Academy	9	26,156	24,229	1,927	22,112	23,612	(1,500)
Interest		2,448	-	2,448	3,136	-	3,136
Membership		53,099	10,635	42,464	66,636	8,885	57,751
Affiliation Fees		3,526	-	3,526	3,900	-	3,900
Donations		537	-	537	2,993	-	2,993
Rescue Boat Grants		12,000	-	12,000			
Administration	10	270	88,556	(88,286)	123	96,157	(96,034)
Operating Surplus		364,653	335,004	29,649	368,582	346,305	22,277
Depreciation		-	67,737	(67,737)	-	67,776	(67,776)
Net surplus (Deficit)		364,653	402,741	(38,088)	368,582	414,081	(45,499)

These financial statements have not been audited. They have been subject to a review engagement under the Review Engagement Standards issued by the NZ Institute of Accountants.

EVANS BAY YACHT & MOTOR BOAT CLUB INC
STATEMENT OF FINANCIAL POSITION
AS AT 30 APRIL 2013

	Note	2013 \$	2012 \$
Current Assets			
Cash on Hand		1,000	1,000
Current Accounts		27,543	18,465
On Call Account		87,753	70,821
Accounts Receivable		10,246	22,438
GST Refundable		-	3,678
Stock on Hand		5,317	5,959
		131,859	122,361
Non Current Assets			
Fixed Assets	11	192,869	237,545
Total Assets		324,728	359,906
Current Liabilities			
Trade Creditors		20,623	18,954
Income in Advance		38,553	41,665
Deferred sponsorship income		7,200	8,400
GST Payable		5,553	-
		71,929	69,019
Members' Equity		252,799	290,887
Total Liabilities & Equity		324,728	359,906

These financial statements have not been audited. They have been subject to a review engagement under the Review Engagement Standards issued by the NZ Institute of Accountants.

EVANS BAY YACHT & MOTOR BOAT CLUB INC

STATEMENT OF CASHFLOWS

FOR THE YEAR ENDING 30 APRIL 2013

	2013	2012
	\$	\$
Cash was provided from		
Receipts from members and customers less payments		
to suppliers	46,621	(26,229)
Interest Received	2,448	3,136
Cash Inflow from Operations	49,069	(23,093)
Capital Expenditure		
Cradle Support Blocks	668	
Clubhouse Upgrade	-	12,242
Shower upgrade	-	2,998
Slipway Office Blackshed upgrade	4,218	-
Office Equipment/Eftpos terminal upgrade	-	2,336
Rescue Boat	18,174	-
Travelift	-	4,989
Cash Outflow from Capital Expenditure	23,060	22,565
Net Cashflow	26,009	(45,658)
Add Opening cash brought forward	90,286	135,944
Cash balance at 30 April 2013	116,295	90,286
Cash on Hand	1,000	1,000
Current Accounts	27,543	18,465
Term Deposits	87,753	70,821
Cash balance at 30 April 2013	116,295	90,286
Reconciliation of Operating Surplus to Net Cash Flows from Operating Activities		
Excess Expenditure over Income	(38,088)	(45,499)
Less: Investment Income Interest	(2,448)	(3,136)
Excess Operational Expenditure over Income	(40,536)	(48,635)
Add Items not involving cash flows:		
Depreciation	67,737	67,776
Provision for doubtful debts		
Changes in working capital items:		
Accounts Receivable and Payable	18,778	(47,929)
Stock on Hand	642	1,590
Other Items		969
Cash inflow from operations	46,621	(26,229)

EVANS BAY YACHT & MOTOR BOAT CLUB INC

NOTES TO THE ACCOUNTS FOR THE ENDED 30 APRIL 2013

Note	2013		2012		2012	
	\$	\$	\$	\$	\$	\$
	Income	Expenditure	Net	Income	Expenditure	Net
5 House						
Trading	109,937	56,348	53,589	98,918	63,030	35,888
Operational	-	7,170	(7,170)	-	13,877	(13,877)
Overheads	-	47,654	(47,654)	-	44,770	(44,770)
Hall Hire	4,872	372	4,500	4,523	212	4,311
Raffles	1,356	252	1,104	707	600	107
Events	0	2,055	(2,055)	1,003	4,679	(3,676)
	<u>116,165</u>	<u>113,851</u>	<u>2,314</u>	<u>105,151</u>	<u>127,168</u>	<u>(22,017)</u>
6 Slipway						
Slipway - Slipping	28,597	-	28,597	23,248	-	23,248
Slipway - Storage	51,448	38,017	13,431	49,610	34,680	14,930
	<u>80,045</u>	<u>38,017</u>	<u>42,028</u>	<u>72,858</u>	<u>34,680</u>	<u>38,178</u>
7 Facilities						
Sheds	20,063	27,412	(7,349)	27,880	16,146	11,734
Trailer Park	43,482	13,934	29,548	56,182	15,478	40,704
Start Box	-	1,923	(1,923)	-	3,995	(3,995)
	<u>63,545</u>	<u>43,269</u>	<u>20,276</u>	<u>84,062</u>	<u>35,619</u>	<u>48,443</u>
8 Sailing						
Income/ Expense	2,831	7,523	(4,692)	2,471	8,778	(6,307)
Regattas	4,031	3,527	504	5,140	4,910	230
Rescue Boats	-	5,397	(5,397)	-	6,496	(6,496)
	<u>6,862</u>	<u>16,447</u>	<u>(9,585)</u>	<u>7,611</u>	<u>20,184</u>	<u>(12,573)</u>
9 Academy						
Income/ Expense	17,678	13,520	4,158	16,199	15,783	416
Rescue Boats	-	3,729	(3,729)	-	3,143	(3,143)
Sounds weekend	8,478	6,980	1,498	5,913	4,686	1,227
	<u>26,156</u>	<u>24,229</u>	<u>1,927</u>	<u>22,112</u>	<u>23,612</u>	<u>(1,500)</u>
10 Administration						
Personnel	-	58,709	(58,709)	-	65,877	(65,877)
Audit & Accountancy	-	11,015	(11,015)	-	4,825	(4,825)
Insurances	-	2,601	(2,601)	-	2,126	(2,126)
Publications & clothing	270	5,097	(4,827)	123	5,735	(5,612)
Other expenses	-	11,134	(11,134)	-	17,594	(17,594)
	<u>270</u>	<u>88,556</u>	<u>(88,286)</u>	<u>123</u>	<u>96,157</u>	<u>(96,034)</u>

Note 11 Depreciation Schedule as at 30 April 2013

	Cost	Deprec'n Provided to date	Book Value 01.05.2012	Additions/ Disposals for period	Deprec'n for Period	Deprec'n Provided to date	Book Value 30.04.2013
Clubhouse	302,592	179,634	122,958	-	19,723	199,357	103,235
Slipway	264,826	193,787	71,039	668	28,837	222,624	42,870
Startbox	26,929	13,978	12,951	-	3,903	17,881	9,048
Rescue Boats	3,735	924	2,811	18,174	374	1,298	20,611
Shared Boats	57,508	51,808	5,700	-	5,700	57,508	0
Sailing Academy	30,348	23,478	6,870	-	3,070	26,548	3,800
Facilities	38,398	24,373	14,025	4,218	4,938	29,311	13,305
Office Equipment	5,685	4,493	1,192	-	1,192	5,685	0
	<u>730,021</u>	<u>492,475</u>	<u>237,546</u>	<u>23,060</u>	<u>67,737</u>	<u>560,212</u>	<u>192,869</u>

Depreciation Schedule as at 30 April 2012

	Cost	Deprec'n Provided to date	Book Value 01.05.2011	Additions/ Disposals for period	Deprec'n for Period	Deprec'n Provided to date	Book Value 30.04.2012
Clubhouse	290,350	158,421	131,929	12,242	21,214	179,635	122,957
Slipway	259,837	167,855	91,982	4,989	25,931	193,786	71,040
Startbox	23,931	11,526	12,405	2,998	2,452	13,978	12,951
Rescue Boats	3,735	551	3,184	-	374	925	2,810
Shared Boats	57,508	46,108	11,400	-	5,700	51,808	5,700
Sailing Academy	30,348	17,994	12,354	-	5,485	23,479	6,869
Facilities	38,398	19,698	18,700	-	4,674	24,372	14,026
Office Equipment	3,349	2,547	802	2,336	1,946	4,493	1,192
	<u>707,456</u>	<u>424,700</u>	<u>282,756</u>	<u>22,565</u>	<u>67,776</u>	<u>492,476</u>	<u>237,545</u>

EVANS BAY YACHT & MOTOR BOAT CLUB INC
PROPOSED FINANCIAL PERFORMANCE BUDGET
FOR THE YEAR ENDING 30 APRIL 2013

	Note	2012/13 Actual			Proposed Budget to 30 April 2014		
		Income	Expenditure	Net	Income	Expenditure	Net
House	5	116,165	113,851	2,314	108,230	108,169	61
Slipway		80,045	38,017	42,028	80,100	41,494	38,606
Facilities	7	63,545	43,269	20,276	64,938	43,978	20,960
Sailing	8	6,862	16,447	(9,585)	9,240	22,386	(13,146)
Sailing Academy	9	26,156	24,229	1,927	23,130	25,632	(2,502)
Interest		2,448	0	2,448	2,400		2,400
Membership		53,099	10,635	42,464	53,524	10,720	42,804
Affiliation Fees		3,526	0	3,526	4,226		4,226
Donations		12,537	0	12,537	0		0
Administration	10	270	88,556	(88,286)	0	92,391	(92,391)
		0	0	0			0
Operating Surplus		<u>364,653</u>	<u>335,004</u>	<u>29,649</u>	<u>345,788</u>	<u>344,770</u>	<u>1,018</u>
		0	0	0			
Depreciation		0	67,737	67,737		49,108	(49,108)
		0	0	0			
Net surplus (Deficit)		<u>364,653</u>	<u>402,741</u>	<u>(38,088)</u>	<u>345,788</u>	<u>393,878</u>	<u>(48,090)</u>

These financial statements have not been audited. They have been subject to a review engagement under the Review Engagement Standards issued by the NZ Institute of Accountants.

CAPEX Budget 2013

Item	Budget cost	Status	Priority	Mth
Upper Level Clubhouse upgrade (carpet, paint curtains)	\$10,000	Additional \$5000 fm Deerstalkers	1	Sep-13
8 Camera security system for trailer park	\$2,600		1	Nov-13
Ladders Slipway	\$800		1	Jul-13
Semi Closed Bay Slipway	\$5,000		1	Sep-13
New Tripods	\$1,500		1	Jul-13
New Tripods	\$1,500		1	Mar-14
Priority CAPEX	\$21,400			
Motor Te Akautangi	\$20,000		2	
Code flags for racing	\$1,500		2	
Men Toilet Upgrade	\$10,000		2	
Reseal Hardstand Yard roadside	\$10,000		2	
Replace Computer Sailing	\$1,000		3	
3x Racing marks	\$1,500		3	
Covers Pania & Kokotahi	\$5,000		3	
Bottle Cooler/compressor	\$6,000		3	
TOTAL CAPEX	\$76,400			

These financial statements have not been audited. They have been subject to a review engagement under the Review Engagement Standards issued by the NZ Institute of Accountants.

**REVIEW REPORT TO THE MEMBERS OF EVANS BAY YACHT & MOTOR
BOAT CLUB INCORPORATED**

I have reviewed the financial statements of Evans Bay Yacht & Motor Boat Club Incorporated comprising the Statement of Financial Performance, the Statement of Movements in Equity, the Statement of Financial Position and the Statement of Cash Flows along with the Statement of Accounting Policies and the Notes to the Accounts for the year ended 30 April 2013 in accordance with the Review Engagement Standards issued by the NZ Institute of Chartered Accountants.

A review is limited primarily to enquiries of club personnel and analytical review procedures applied to financial data and thus provides less assurance than an audit. I have not performed an audit and accordingly I do not express an audit opinion.

Based on my review nothing has come to my attention that causes me to believe that the accompanying financial statements do not give a true and fair view in accordance with the relevant NZ accounting standards.

Kevin Newson
Chartered Accountant

8 July 2013

NOTES