

Hollowell Sailing Club
Minutes of the Membership Committee
28th March 2017 at 7.30pm in the club house

1. Present

Stewart Elder, Simon Bickers, Nicola Wilkinson Ruth Cross (Chair)

2. Apologies

Elaine Coulton

3. Minutes of the Previous meeting held on 22nd September 2016

These were approved by Stewart and seconded by Simon.

4. Matters arising

(a) Publicity

A publicity vacancy still exists.

(b) No one from the membership committee has yet accepted the offer to represent the membership committee on the Club Extension project, a volunteer is still being sought – it was agreed to leave this outstanding until June.

(c) The idea of a 2nd lower key Open Day was rejected by the General Committee.

(d) Simon's idea of boat stickers with bar codes has been implemented.

(e) The club website will be upgraded to https after the Open Day.

5. Open Day 2017

The poster was amended and agreed.

ACTION: Ruth is to send a poster to Stewart for the website and promote it in the enews. Elaine Coulton has kindly offered to print and distribute some posters.

The Thursday maintenance team need to put the open day signs out about two weeks in advance.

ACTION: Stewart Elder to liaise with Thursday maintenance team.

Robin Razzell and Mary Mallard will be asked to sort the catering.

ACTION: Ruth Cross to make contact with Robin, Rachel & Mary

Someone will be needed to supervise the organisation of the boat rides and check buoyancy aids.

ACTION: Stewart to add this role to the Dutyman rota for the day.

Membership reception area and issuing of 'Tickets to Ride' will be managed by Ruth.

ACTION: Ruth will print out Tickets to Ride and also ask Grace Deeks if she will assist on the Membership Reception Desk

We need the boat park and sailing area to look busy.

ACTION: Ruth to ask Fleet captains to ensure that there are some boats rigged and that some people are out sailing.

We need to ensure we can keep people warm in event of capsize.

ACTION: Ruth to organise a stock of towels, bin bags etc.

6. Membership Report

We have a total of 172 memberships covering a total of 278 members to date this year.

There are a total of 17 new members.

There are in excess of 70 memberships outstanding.

Web Collect is working well.

ACTION: a webcollect administrator training session will be held on Wednesday 3 May 2017 at 7.30pm and all interested are invited to attend. Nicola is coordinating this session.

ACTION: Ruth to chase members who have not renewed at the end of May.

7. Dutyman Update

Stewart reported that Dutyman is working well and this has been a super year!

The website is receiving 300 hits each week.

8. New Members Lunch June 10th 2017

ACTION: Ruth is to issue invites to new members.

ACTION: Rob Dunkley and Stewart will organise the tour and talk.

ACTION: Rob and Stewart will also organise the lunch.

9. Members Handbook

This needs updating.

ACTION: Nicola to liaise with Stewart and Mike Pipes to update this, including the membership policy.

10. Risk assessment

This was reviewed and approved.

11. AOB

Simon is planning to organise a Boat Park Survey in August and will issue guidance nearer the time.

The meeting finished at 9.25pm