

BGCC:Committee meeting: Minutes

Date: Monday 4 December 2017

Where: Wetspot 6pm

1) Attendance

Present: Russell Murphy (Pres), Kai Swoboda (Sec), Jane Lake (Treas), Scott Hunter (Boat Captain), Jacque Gutterson

Apologies: Patricia Ashton, Helen Tongway, Christine O'Brien

2) Minutes of the last meeting:

- Deferred to next meeting

Decision:

Proposed:

3) President's report – as per Blazing Paddles

4) Treasurer's report

- Finances as per emailed Treasurer's report (see attachment)
- Made outstanding progress payment to Ruiz based on advice from architect
- \$11k outstanding to Ruiz.
- Balances looking OK.

5) Correspondence

a) Correspondence in;

- Nil – awaiting ACT Government response on lease

b) Correspondence out;

- Nil

6) Shed update

- Building work is progressing well
- Work to be done in relation to locks
- Approximate cost of \$2k in timber for racks
- Carpet to be placed underneath racks, back area also to be carpeted
- Estimate that storage will be available for 40+ boats once club boats catered for
- Still much work to be done in toilet area
- Need to follow up on insurance

7) Boat storage policy

- More applications received including double sea kayak
- Around 25 spots available after current wait list
- Members will be able to have a 2nd spot if available until the end of the financial year. After that 2nd spots will only be available after places have been available for members applying for a single place. 2nd spots to be allocated on first come first served basis
- Applications for 2nd boat rack post July 2018 to be filled via a lottery.
- More certainty about additional slots to be available in January 2018

Decision: Uptake of boat slots and any 2nd slots availability to be determined in January 2018 after finalisation of new racking Approved
Proposed: KS Seconded: RM

8) Canoe polo pontoon update

- All 4 pontoons drying out at Church
- Need coat of paint/maintenance
- 2 pontoons required for February marathon race – will affix similar rubber matting to sides as the old pontoon.
- Aim to get these back onto the water by mid-January
- These can be kept in the water in the medium term but important to not leave in water longer term. Also do not want carpet or similar permanently attached to pontoon deck as this allows greater water retention
- Medium term solution for permanent storage behind club shed so pontoons can be taken in and out of river more easily.

Decision: Expenditure (amount to be determined) for purchase of rubber matting for sides of canoe polo pontoons. Approved
Proposed: KS Seconded: RM

Decision: 2 pontoons to remain in the water in the medium term without surface covering pending relocation behind club shed. Approved
Proposed: KS Seconded: RM

9) Events

- 24 hour – still on, not many entries
- February marathon series race – need for additional planning, relevant permits are in place. Additional planning arrangements to be confirmed at a meeting in January.

10) Convenor reports

- Marathon – as per Blazing Paddles
- Canoe Polo – as per Blazing Paddles
- Whitewater – as per Blazing Paddles
- Nelligen Paddlers – as per Blazing Paddles
- Boat captain – as per Blazing Paddles and discussion about shed update and club storage policy
- SUP report – as per Blazing Paddles

11) Other business

- Sponsorship and advertising – decisions about sponsorship/advertising may include consideration about issues including liability, insurance, registration and safety. Also relevant are the aims of the club. KS to develop a policy about making decisions about BGCC accepting sponsorship/advertising to guide future decision making

Decision: A policy to be developed to guide future decision making about BGCC accepting sponsorship/advertising. Approved
Proposed: JL Seconded: RM

12) Meeting closed 6.50pm

13) Next meeting – date to be determined in January 2018 for discussion about February 2018 marathon series race.

Attachments – Treasurer’s report

November 2017 Treasurer's Report

Expenditure: Operating Account

Cheque number	issued	presented	\$\$	to	Purpose	
1832	30/11/16		50.00	Richard Barnes	24 hour refund	PA/
1877	27/4/17		200.00	Jacinta Buckman	Representation grant Canoe Polo	PA/JL
1893	7/8/17		387.85	Gu Fundraising	Fundraising by Bob Collins	PA/JL
1898	1/10/17	5/10/17	1,600.00	transfer to debit card account	transfer to debit card account	PA/JL
1899	9/10/17	13/10/17	357.90	Jane Lake	toner and paper (printing materials) and	PA/RM
1900	13/10/17	13/10/17	950.00	transfer to debit card account		PA/JL

expenditure in November		\$0.00	
Other (see above)		\$0.00	transfer to debit card
		\$0.00	transfer to Building Account
November income			

November 2017 Income

Operating Account

item	\$\$
Ezidebit	1,221.61
Register Now	\$1,046.48
Canoe Polo (pool)	\$0.00
Invoices	\$975.00 see below
Cash	\$80.00
Canoe Polo invitational	\$0.00 (deposit into debit card account)

total \$3,323.09

Invoices	Issued	Presented	Amount	Purpose
8-2016/17	12/02/2017	21/02/2017	\$6,600.00	ACT government operational grant
9-2016/17	12/02/2017	21/02/2017	\$128,150.00	2017 Capital assistance grant (ACT Gov)
1-2017/18	27/11/17	30/11/17	\$975.00	Elite Energy triathlon

acquittal due for WW grant
acquittal due in 2018

Invoices presented November total	\$975.00
Opening bal. 30/10/2017	30,032.66
closing Bal 30/11/2017	33,355.75
reconciliation	33,355.75

\$15k outstanding

Term Deposit	interest	balance
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30/8/17 29.60 77,220.43
Account closed 0.00 \$77,220.43 transferred to building account

Building Account	cheque number	date issued	date presented	amount	Purpose	signed by	Comments
	6	16/7/17	4/8/17	\$660.00	tree removal- Specialised Arbor Ltd	PA/JL	authorised by Bob Collins.
	7	30/08/2017	1/9/17	\$1,930.98	Shane Lund - materials	PA/JL	Authorised by Bob Collins.
	8	30/08/2017	1/9/17	\$38,808.00	Ruiz Payment # 3	PA/JL	Authorised by Bob Collins.
fee		30/08/2017	30/8/17	\$15.00	stop cheque fee cheque # 5	PA/JL	
Transfer		30/08/2017	30/8/17		transfer from Term deposit (closed)	PA/JL	\$77,220.43 deposit to account.
	9	20/09/2017	28/9/17	\$1,326.50	building materials / scott Hunter	PA/JL	
	10	26/09/2017	27/9/17	\$58,212.00	Ruiz payment #4	PA/JL	Authorised by Bob Collins.
	11	26/09/2017	28/9/17	\$7,700.00	stage iii	PA/JL	Authorised by Bob Collins.
	12	6/11/2017	15/11/17	\$2,970.00	Stage iii	PA/JL	authorised by Bob Collins
	13	6/11/2017	17/11/17	\$3,470.70	stage iii	PA/JL	authorised by Bob Collins
	14	25/11/2017	27/11/17	\$38,808.00	Ruiz Payment #5	PA/JL	authorised by Bob Collins
	15	6/11/2017	16/11/17	\$379.50	Advanced Structural Design	PA/JL	Authorised by Bob Collins

cheques issued November \$45,628.20
Total expenditure November \$45,628.20

Opening balance 30/10/2017 \$77,792.95
 closing balance 30/11/17 \$32,164.75 *\$12k outstanding*
 reconciliation *\$32,164.75*

Debit Card Account only operated by Patricia Ashton (V President) and Jane Lake (Treasurer)

which card	date	Presented	\$s	to / for
JL	11/10/17	11/10/17	491.00	Canoe polo - coach airfare costs as per email from LG
JL	11/10/17	11/10/17	130.00	Canoe polo Paddle Australia CP levy
JL	23/10/17	23/10/17	1,038.14	YMCA pool hire - Canoe Polo September Payment
JL	10/11/17	10/11/17	260.00	membership refund: anson see email from Helen
JL	27/11/17	27/11/17	700.00	Australian Canoeing: Canberra invitational canoe Polo comp levy
JL	27/11/17	27/11/17	\$330.00	Coaching costs: see Louise Yabsley / Sebastian Marczac email <i>Yabsley canoe</i>

Total Exp November \$1,290.00
 17/11/17 17/11/17 941.25 Canoe Polo Canberra Invitational / Kai Swoboda
Credit to debit card account in November 941.25

opening Balance 30/10/17 \$941.49
 closing Balance 30/11/17 592.74
 reconciliation *\$592.74*

