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## Minutes of a Meeting Held Thursday, 23 September 2010 at 7:00 PM At Lochcarron Sailing Club

No	Topic	Information	Decision	Action Person
1.	Welcome to Lochcarron SC	Cathy Kitson Jones, commodore, welcomed everyone to Lochcarron SC and provided some details about the club's activities highlighting the advantages of being a Volvo Championship Club and the pleasing turn-out for the recent Gunn Trophy which involved 4 clubs providing teams of Topper sailors.	Nil	Nil
2.	Introduction & Apologies	<p>The Chairman then welcomed everyone and was especially pleased to see such a good turn-out. He thanked Lochcarron SC for their offer to host the meeting.</p> <p>Present:</p> <p>Richard Jenner - Chairman (&amp; acting Secretary) Chris Tomlinson – Vice Chairman</p>	Nil	Nil

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		<p>Tom Mason - Treasurer  Jane Campbell Morrison –RYAS Development Manager  Cathy Kitson Jones – Lochcarron SC (LSC)  Miles Mack – Chanonry SC (CSC)  Richard Evans – RYAS NS Coach/HMS  Webmaster/CSC  Ian Ross – Loch Morlich SC &amp; Lagganlia Outdoor Centre  Iona Cornish – Royal Findhorn YC (RFYC)  Kevin Davidson – RFYC  Simon Paterson – Findhorn Marina  Em Liebich – Findhorn Marina  David Murray – LSC  RW Rowe – Plockton SBSC  Jenny Baker – LSC  Robert Gordon – Nairn SC  Doug Yeats – Banff SC</p> <p>Apologies:</p> <p>John Nelson - Scotwinds Sailing  Caroline Sterritt – ex Sec  Richard Holmes – Ventura Sailing  Dave Bilsand – Invergordon SC  Peter Baxter – Cromarty BC  Allan Cunningham – Cape Wrath BC  Mike Shepherd – Loch Morlich Watersports  Paul Copestake – Loch Broom SC  Alan Hoseason – Coaching Highland (CH)</p>		
3.	Matters Arising	Any matters otherwise not on the agenda arising from the update section of the meeting held on 27 May. Four matters were discussed.		

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		<p>First, Doug Yeats updated the meeting on keel boat racing at Banff. The two 707s were being well used and the benefit was apparent in membership numbers. The next step should be to issue some challenges to other clubs and Doug was hopeful that a forthcoming Banff SC meeting would decide on a way ahead.</p> <p>Secondly, while Peter Baxter was not present he had informed the Chairman that he was still pursuing the Moray Firth Triangle cruiser rally and hoped to have some news later in the year.</p> <p>Thirdly, Chris Tomlinson discussed the idea of the One Design Championship and suggested that the Gunn Trophy could be the basis for a final event if a suitable date could be found.</p> <p>Lastly, Iona Cornish gave a brief report on the NoS Dinghy Championships. While there were few travellers, there had been 2 days of excellent racing and a good turn-out from local sailors. The Chairman thanked RFYC for hosting the event which he had enjoyed immensely and which had been very well organized.</p>	Lochcarron SC to consider whether the Gunn Trophy could be opened to all HMS clubs on a regular basis	Cathy Kitson Jones
4.	Statement of Accounts	Tom Mason gave the balance as £1175 and acknowledged grants from Coaching Highland and RYAS in support of the Successful Sailing Seminar. He agreed that the balance permitted some modest underwriting of HMS events.	Nil	Nil
5.	RYA Scotland	Jane Campbell Morrison covered 7 items:		

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	Matters	<p>a. Staff update – James Stuart was now well established in post of CEO. He had attended the CH AGM and also had a short meeting with the Chairman. Callum MacDonald was leaving RYAS; his impact during his short tenure had been positive. His post was being advertised and would be renamed the Club &amp; Pathway Development Officer.</p> <p>b. Programme update including SDGs. Four more sailing development groups had been established with a further 2 forming. The coordinator post that would include HMS remained vacant.</p> <p>c. Coaching Highland Coaching Conference – 31<sup>th</sup> Oct 2010. The programme for the conference had been distributed widely by email The sailing topics would be led by Keith Taylor from Loch Morlich Watersports and would cover working with children and crisis management for instructors.</p> <p>d. Commodores Gathering – North would be at Glenmore Lodge on 2 December – some early details on Facebook</p> <p>e. Principals Conference – North would be at Glenmore Lodge on 4 December – details had been sent to Principals although it was apparent that not all had received them.</p> <p>f. Possible Instructors’ conference to replace Loch Insh event. RYAS had had offers to host a one day</p>	<p>Link to go on HMS web-site</p> <p>Early booking advised</p> <p>Check distribution of details</p> <p>It was decided that Findhorn Marina would focus on</p>	<p>Webmaster</p> <p>All instructor/coaches</p> <p>Jane CM</p> <p>Simon Paterson</p>

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		<p>continuous professional development event from both Lochcarron SC and Findhorn Marina. The events needed to be held by December.</p> <p>g. RYAS was planning a BIG Weekend Conference on 19 &amp; 20 February to be based around Largs and to cover most disciplines with a keynote speaker, a Saturday evening dinner also with a keynote speaker. Cost would be £20 with accommodation extra.</p>	<p>powerboat instructors while Lochcarron would focus on dinghy instructors &amp; coaches. Programme to be publicised via HMS web-site</p> <p>Details to be forwarded for the HMS web-site</p>	<p>David Murray</p> <p>Jane CM</p> <p>Jane CM</p>
6.	Open Race Training	<p>Update on the project to introduce open race training (ORT) for juniors/youths who do not qualify for RYAS NS. This was presented by the Chairman and Miles Mack and included the discussion on RYA NS (Item 7). There had been sufficient interest in ORT to make it worth progressing but there were a number of issues to be resolved. The good news was that the Race Coach Level 2 course to be hosted by Chanonry on 6/7 November was fully subscribed.</p> <p>Issues:</p> <p>Resource requirement versus NS – combined or separate dates?</p>		

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		<p>Remuneration of coaches – fees or expenses?  Remuneration of hosts?  Eligibility – boats, levels, ages?  Registration – on-line?</p> <p>Way ahead:</p> <p>There had been 14 applicants for RYA NS and the NS weekends would continue to run on a 2 coach/coach boat basis. This meant that to run ORT alongside RYA NS (which seemed to be the preferred option by clubs &amp; parents) would require other clubs to provide coach boats. Given that ORT would probably cover juniors not ready for the NS and youths who had ‘topped out’ the ORT resources bill would also be 2 coach/coach boats.</p> <p>ORT could be run over one or 2 days. ORT could also be run for other age groups but on separate dates.</p> <p>It was felt that the Youth group would appreciate a mini series to be part of the ORT.</p> <p>While fees did not seem a possibility, expenses should be covered including coaching insurance. Hopefully this would be met from participant fees but may need some underwriting while the ORT became established.</p> <p>The hosts should be remunerated for coach boat fuel costs.</p> <p>It was decided not to set a minimum age. The entry level</p>	<p>Initially ORT would be for junior/youth sailors and would run alongside NS on a single day per weekend basis.</p> <p>The first ORT would be Saturday, 13 November at Lochcarron SC.</p> <p>Chanonry and Nairn SC undertook to provide ORT coaching boats for 13 November with Plockton as a reserve.</p>	<p>All</p> <p>Lochcarron SC</p> <p>Chanonry, Nairn &amp; Plockton</p>

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		<p>for juniors/youth was set as Stage 3 with some club racing experience. Maximum age for this group was set at 18. No specific boat types were required.</p> <p>There was suggestion that the ORT programme should be focused on preparing for the Windward &amp; Zones but this would not tie-in with NS weekends which were winter based.</p> <p>Registration could be via the HMS web-site and it may also be possible to pay on-line.</p>	<p>The ORT would include tutored racing with results tracked as a series.</p> <p>The cost to the applicant would be £20/session</p> <p>Two coaches would be required and would receive expenses. Rates to be discussed with RYAs.</p> <p>Coach insurance via the RYA to be investigated.</p> <p>The hosting club would be able to submit an invoice for fuel</p> <p>Registration forms would be set-up on the HMS web-site.</p>	<p>Chairman</p> <p>Webmaster</p> <p>Chairman</p> <p>Jane CM</p> <p>All</p> <p>Webmaster</p>

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			<p>The possibility of on-line payment would be investigated</p> <p>All clubs running race training for club members were requested to consider opening this-up to other clubs as part of the ORT concept.</p>	<p>Webmaster/Treasurer</p> <p>All</p>
7.	RYAS Northern Squad	<p>Update on the winter programme – also see item 6 above.</p> <p>2010 30/31 October – Chanonry 13/14 November – Lochcarron 4/5 December – Chanonry</p> <p>2011 5/6 March – Chanonry TBD April – Chanonry</p>	Nil	Nil
8.	HMS Seminar	<p>Discussion on whether a seminar this winter would be supported and if so what theme or topics should be developed.</p> <p>The proposal from the floor was for a cruising focused seminar. RFYC offered the use of their club house which was big enough to allow for several workshops to take</p>	<p>HMS Cruising seminar to take place at RFYC on 26 February 2011</p>	RFYC

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		<p>place concurrently.</p> <p>The target audience would extend to cruiser owners with boats in marinas as well as at clubs.</p> <p>Rather than seek big budget names, the seminar would focus on local talent. Ian Ross offered to talk about racing experiences at New York and Simon Paterson offered some Sea Survival sessions.</p> <p>After some discussion the date was set for 26 February 2011.</p> <p>The Chairman would draw-up a draft programme for discussion with RYAS, RFYC and possible speakers.</p>	<p>Chairman to draw-up draft programme for discussion</p>	<p>Chairman</p>
9.	Coaching Highland	<p>Update on the current state of discussions regarding the future of Coaching Highland. The Chairman read the following:</p> <p><b><i>Statement by the Board of Coaching Highland, 22<sup>nd</sup> September 2010</i></b></p> <p><i>'Coaching Highland has been facing an uncertain future during 2010 from two aspects: firstly, two of the three staff positions which are actually employed by The Highland Council are listed in the potential budget savings; and secondly, from the end of October 2010, sportscotland is ceasing its £40,000 per annum support of Coaching Highland. These funds will now be utilised to employ sportscotland's new Regional Coaching &amp;</i></p>	<p>Nil</p>	<p>Nil</p>

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		<p><i>Volunteering Manager for the Highlands &amp; Islands covering some 4 Local Authorities.</i></p> <p><i>During 2010-11, the organisation is having to utilise significant financial reserves to keep it operational and maintain a full coach development programme.</i></p> <p><i>We have been informed that the decision regarding the Council staff will be taken in November 2010 - but there is also a further decision pending, over whether a new Arms Length Organisation (in the shape of a Leisure Trust) will be formed in the very near future. It may be that all sports development staff and leisure facilities be transferred over to the new ALO and that could have an influence on the future of the two coach development posts.</i></p> <p><i>Furthermore, a meeting between Coaching Highland, The Highland Council and sportscotland on 6<sup>th</sup> September resulted in a positive indication by sportscotland in that they confirmed that they are keen to continue working in partnership with us. Once their new member of staff starts, the plan is to conduct a full coaching needs analysis of the Highlands and Islands and once the respective roles of the new RC&amp;VM and Coaching Highland are identified, there is potential for continued future funding on a project basis.</i></p> <p><i>The Board of Coaching Highland believe that there is still a key role for the organisation and are proud of the work that has been carried out in the development and</i></p>		

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		<p><i>support of thousands of coaches right across the Highlands since the organisation began in May 1995. The Directors are encouraged by the recent meeting and are keen to investigate all opportunities further by continuing talks with these two partners before deciding on the future of the charity.'</i></p>		
10.	Survey of Clubs & Centres	<p>Discussion of need &amp; process to capture information of sailing activities to inform SportsScotland (and the RYAS Audit).</p> <p>As highlighted above sportscotland is planning a needs analysis. At present sailing does not appear in their Highland plan! We needed to be ready to respond and also needed to gather information on activity levels. RYAS was also planning a survey and it was agreed not to duplicate effort.</p> <p>The importance of responding to the RYA Survey was emphasised by the Chairman.</p>	<p>Jane CM to forward survey questions to Chairman for comment</p> <p>All to respond to survey</p>	<p>RYAS</p> <p>All</p>
11.	Start Cruising	<p>Discussion on an idea from Scotwinds Sailing to introduce club members to cruising</p> <p>From John Nelson:</p> <p><i>'If there is any interest in developing the skills of younger club members around the HMS area in cruising activity working towards RYA certificates, I would be willing to consider substantial reduction in the course cost in order to assist in a general way in the development process of younger club members.</i></p> <p><i>I am going to have the boat in Inverness over the winter</i></p>		

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		<p><i>and in the cradle from mid-Nov to Mid Feb. I am also offering some experience days in Oct/Nov and probably in late Feb/early Mar in the Moray Firth for those who may want to try it out that way. Perhaps if you wanted to do something based at a club, I could bring the boat down to a mooring, put people aboard from a RIB for a morning or afternoon taster and offload at endex? Just a thought but it's getting them to take the first step that's the hard bit, after that it tends to look after itself. Or even just a Club event which starts at Inverness marina?</i></p> <p><i>As for the younger element, I will give some thought to some youth related development, perhaps the Spring would be best for that.</i></p> <p><i>Be interesting to see what the other HMS members think of this sort of thing at your meeting.'</i></p> <p>The meeting welcomed the ideas. It was also felt that those taking cruising scheme shorebased courses over the winter would appreciate some on the water follow-up.</p> <p>David Murray pointed out that the Ocean Youth Trust provided youth opportunities and that it was possible for a club to arrange a cruise with them.</p>	<p>Chairman to provide feedback to John Nelson</p> <p>Webmaster to provide links to OYT and Scotwinds</p>	<p>Chairman</p> <p>Webmaster</p>
12.	Strategic & Operational Plan	Discussion to fill-in the blanks! Specifically dates for 2011 activities to allow for pre-planning	Chairman would use meeting's decisions to populate the plan	Chairman
13.	Format of future meetings	Discussion on options to include workshops to add value to HMS meetings. The idea of 45 minute workshops or talks to add value to HMS meetings was liked but on the	Future meetings would set aside 45 minutes for a	

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		<p>other hand so were weekday evening meetings not lasting more than 2 hours.</p> <p>To reduce the time spent introducing topics it was agreed that 'reports' would be produced for each item and circulated within the agenda. The reports would provide the background, highlight the issues and suggest a way ahead for discussion &amp; decision.</p>	<p>value added topic.</p> <p>Meetings would aim to last no longer than 2 hours and would continue to be held on a weekday evening.</p> <p>Reports would be issued within the agenda.</p>	<p>RYAS</p> <p>Chairman</p> <p>Acting Sec</p>
14.	Date & Location of Next Meeting	It was agreed at Chanonry SC Fortrose on 1 December @ 1900 hrs		All
15.	Late items	<p>Iona Cornish briefed that David Kent was considering a cat event on the Moray Firth vice Loch Ness (the Monster event). Were this to happen, a considerable safety fleet would be requested from clubs &amp; 'HMS' could provide the umbrella organization.</p> <p>Richard Evans highlighted the HMS website(<a href="http://www.HMSailing.Org.UK">www.HMSailing.Org.UK</a>) and the new forum and blog areas....as always and like the calendar, the value of these features depended upon input!</p>	Iona to let the group know the outcome of deliberations	Iona Cornish
END OF MEETING				