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**Minutes of Annual General Meeting
Thursday, 31 May 2011 at 07:00 PM
Chanonry Sailing Club**

PRESENT:

Voting attendees:

Richard Jenner	Chairman
Tom Mason	Treasurer
Peter Baxter	Cromarty BC
Iona Cornish	Royal Findhorn YC
Robert Gordon	Nairn SC
Helen Jenner	Chanonry SC
Ian Ross	Loch Morlich SC & Lagganlia Centre
Tom Slavin	Lossiemouth CC
Simon Paterson	Findhorn Marina (and RYA Scotland SDG Coordinator)
Dave Bilsland	Invergordon BC

Non-voting attendees:

Jane Campbell Morrison	RYA Scotland
Angie Sword	RYA Scotland
Richard Evans	Webmanager

John C Quinn	Lairg SC		
Christine Spreiter	Nairn SC		
Elissa Steven	Coaching Highland		
Stewart Nairn	Findhorn Marina		
Joan Maxwell	Chanonry SC		
Angie Scott	Nairn SC		
Miles Mack	Chanonry SC		
Derek Martin	1 st Avoch Sea Scouts		
John Coe	Inverness Sea Cadets		
Keith Greene			
APOLOGIES:			
Martin Balcombe	Caledonian Discovery		
Hamish Loudon	Lochaber SC		
Alan Hoseason	Coaching Highland		
Paul Bartlett	RYAS NS head coach		
Cathy KitsonJones	Lochcarron SC		
Richard Holmes	Ventura Sailing		
Richard Williams	Summer Isles SS		
Gary Hunt Moray	GIG Findhorn		
Malcolm Lord	Pentland Firth SC		
Neil Cormack	Invergordon BC		
Norna Hall	Sail Caledonia		
Number	Item	Decision	Action Person
1.	Welcome to Chanonry SC & update on news by Helen Jenner, Commodore	Nil	Nil
FORMAL AGM ITEMS			
2.	Introduction & Apologies Richard thanked Chanonry SC for hosting this 2 nd AGM of HMS and reiterated his intention for HMS meetings to be peripatetic (or 'virtual' by teleconference). Apologies received have been noted above.	Nil	Nil

	<p>Richard then outlined some highlights of the past 12 months:</p> <p>The North of Scotland Dinghy Championship hosted by RFYC, with well received keeper prizes from HMS (congratulations again to fast handicap winners Stuart & Richard Urquhart & Naidene Stander in a National 18 (RFYC) and Dave Allan & Doug Finlayson in a Albacore (IBC))</p> <p>Open Race Training is underway – special thanks to Lochcarron, Nairn & Chanonry SCs and the volunteer coaches</p> <p>A Highland run RCL2 course resulted in 5 more coaches</p> <p>The HMS Seminar hosted by RFYC and was attended by 76</p> <p>Simon Patterson appointed SDG1 coordinator</p> <p>Further web-site development by Richard Evans- Paypal, forum, interactive calendars</p> <p>And a successful first attempt at a teleconference meeting.</p>		
3.	<p>Acceptance of AGM 2010 minutes</p> <p>There were no comments on the accuracy of the 2010 AGM minutes and they were proposed for adoption by Robert Gordon, seconded by Peter Baxter and agreed unanimously.</p>	The 2010 minutes were agreed to be accurate.	Nil
4.	<p>Matters arising from AGM 2010</p> <p>There were no outstanding actions or matters arising from the 2010 AGM.</p>	Nil	Nil
5.	<p>Election of Office Bearers.</p> <p>Richard (Chairman) and Tom (Treasurer) were willing to continue for their</p>		Nil

	<p>second year in office and under the constitution did not need to be re-elected.</p> <p>Richard introduced Keith Greene who he was proposing for the vacant role of Secretary – seconded by Helen Jenner and agreed unanimously.</p> <p>There had been no nominations for the vacant post of Vice-Chairman although discussions with a possible candidate were still underway. Richard stated that he did not intend to seek re-election at the 2012 AGM so it was important for continuity that a Vice-Chairman was found who could then stand for the post of Chairman next year.</p>	<p>Keith Greene email keith.greene@abdn.ac.uk elected Secretary</p>	
6.	<p>Confirmation of the opening and operation of the PayPal Account</p> <p>Tom asked for retrospective agreement to open the PayPal account. The operator for the account was the Webmanager (Richard Evans). There were no dissenters.</p>	<p>PayPal account agreed</p>	<p>Nil</p>
7.	<p>Approval of Accounts and Auditors Report</p> <p>Tom provided a concise summary of the accounts which he had circulated in advance. He explained that HMS should keep a minimum of £1000 working capital in the account and this had been achieved. He provided a breakdown for the Seminar & ORT showing that both had ‘washed their faces’. He pointed out that the health of the accounts was partly due to the generosity of grants received from RYA Scotland and from individuals supporting the seminar and ORT waiving their fees or expenses. [post meeting note: Richard would like to thank Coaching Highland for paying the expenses of the coach speakers at the seminar]</p> <p>Dave Bilsland proposed that the accounts be approved and this was seconded by Iona Cornish and carried unanimously.</p>	<p>Accounts approved</p>	
8.	<p>Appointment of auditor for 2011-2012</p> <p>Tom explained that Bill Taylor was prepared to carry on in his role as auditor and</p>		

	<p>Tom sought the approval of the meeting. Joan Maxwell pointed-out that it was not necessary to 'audit' the accounts but instead they could be 'examined'. While this was understood, given that Bill was a qualified accountant prepared to give his time for free, the term 'audit' would be used for the present.</p> <p>The meeting agreed that Bill Taylor should continue as the auditor and that a £15 book token should be purchased for him in thanks.</p>	<p>Bill Taylor should continue as the auditor and that a £15 book token should be purchased for him in thanks.</p>	<p>Tom (to inform Bill and arrange for the book token)</p>
<p>9.</p>	<p>Adoption of the HMS Strategic & Operational Plan 2011</p> <p>Richard introduced the draft plan which had first been circulated at the 2010 AGM and which had been discussed at the September meeting when it was decided to reflect the agreed activities in Part 2. This had been done and the plan circulated again for comment. The only comment had been from Tom who suggested that the facilitating of instructor and coach training within the Highlands & Moray should be specific objectives. These had been included within the version of the plan distributed for the meeting.</p> <p>Peter Baxter stated that he thought that the plan was too dinghy centric and that keel boats in particular were under represented. He believed that it would be hard to convince cruiser only clubs that HMS was worthwhile their support.</p> <p>This led to a lengthy discussion where it was pointed out that the seminar had been cruiser/keel boat heavy and that the plan belonged to everyone and was dependent upon the input of objectives from the members.</p> <p>Stuart Nairn explained that Findhorn Marina was planning a keel boat continuous professional development day and that there might be scope for this to be included in the plan as an activity for the keel boats.</p> <p>Richard undertook to review the plan again for balance.</p>	<p>Findhorn Marina to consider whether their keelboat CPD could form an objective within the plan.</p> <p>Chairman to review the plan for balance</p>	<p>Stuart Nairn</p> <p>Chairman</p>
<p>THIS CONCLUDED THE FORMAL AGM</p>			

10.	Future Activities Richard asked for updates from members on any activities of interest. Simon Paterson briefly discussed the powerboat or RIB rendezvous that he was planning. The date had yet to be set. Richard Evans put forward 3 dates for ORT as part of the preparation for the Gunn Trophy: 18 June @ Chanonry; 16 July @ Findhorn Marina; 27 August @ Lairg. He was still looking for a date for Senior ORT (SORT).		
11.	RYAS Update Jane & Angie provided a comprehensive update on the many activities of RYA Scotland. The new web-site is a great improvement and clubs & centres may want to check out: http://www.ryascotland.org.uk/programmes/Pages/default.aspx		
12.	Linking with Schools Angie provided a useful and practical workshop on how to link sailing activities with schools (posted on the website in PDF)		
END OF MEETING			