

HENLEY ROWING CLUB

Founded 1839

MANAGEMENT COMMITTEE MEETING

1st March 2004

8pm at The Boathouse

PRESENT: I Pankhurst, C Cruickshank, I Cruickshank, A Charnaud,
P Moss, R Spatcher, V Spatcher.

COPIES: All committee Members, C J Blakeway, Notice board.

0.0	<u>PREVIOUS MINUTES</u>	<u>ACTION</u>
0.1		
1.0	<u>ARA</u>	
1.1	Club Mark - Completed draft of Club Mark document to be ready by Easter 2004.	
2.0	<u>AGM</u> – date set – Thursday 1 st April 2004	
2.1	Notice of 2 weeks to be given to members for AGM (before 18 th March)	CC
2.2	Agreed agenda for AGM; to include – Auditors, Accounts for 2002/03, no election of officers/committee members, general discussion of “the way forward”, change of constitution to be able to e-mail members rather than use the post.	
3.0	ACCOUNTS	
3.1	Files complete containing primary documents to back up accounts. Profit & Loss – system performing well. Income – 42% from members (subs etc) 52% from house account	
3.2	Assets – figures reasonably accurate, but no asset register. Most valuable asset – clubhouse, but stands on land we do not own. Treasurer suggested prime objective should be to attain the freehold. Should formulate a strategy of negotiation with the Town Council.	
3.3	A question was raised of who owns the building on termination of the lease. P Moss to raise this in his meeting with Kim Warren (Solicitor).	PM
3.4	Need independent review of lease from a property solicitor.	IP
3.5	Asset register of boats to be compiled for increased valuation accuracy and to help plan optimum time for selling boats.	PM AC
3.6	Bank accounts to be consolidated, there is a charge for each one. All monies should be in a deposit account, with a current account to be used for “cash”. Greg Rawlinson is HRC account manager at Barclays Bank, Henley.	AC

3.7 Invoices for boat storage to be sent to Harvard and Washington for July 2003- July 2004 AC

3.8 VAT – investigate if would be to the club’s advantage to be registered. AC

3.9 Accounts for 2002-2003 agreed by this committee – to go forward to AGM to be ratified

4.0 ROWING

4.1 Success

Burway Head - J14 4x+; J15 4x+
Reading University Head - WS2 8o; S2 8o

5.0 HOUSE MANAGER

5.0 Social

5.1 Fund raising - £186.57 VS
Book “The Waterman”, (£450) will take 80 VS
Tickets £15
Raffle VS
HRC Bar to open at 12 midday; Boat 1.30pm; Lunch 2pm. RS VS

6.0 DEVELOPMENT

6.1 b) Try to achieve what is wanted/needed with the building for training etc.

6.2 Look for units to rent, to be used by a section of the club to train, ie. seniors/juniors.

12.0 ANY OTHER BUISNESS

12.1 Duplicates ordered of public liability certificate (through P Ward).

12.2 Insurance company has given 30 days to get electricity test certificate done. RS

Meeting Closed: 10.30pm

Next meeting: AGM - Thursday 1st April 2004
Full Committee - Monday 5th April 2004