

# CRUISING ASSOCIATION

Minutes of the Council meeting held at CA House  
on Wednesday 6th January 2016

## Members present:-

Julian Dussek	(JD)	Ken Marsden	(KM)
David Fawcett	(DF)	Andrew Osmond	(AO)
Judith Grimwade	(JG)	Richard Sherwood	(RSS)
Alison Hadley	(AH)	Ray J Steward	(RJS)
David Kench	(DK)	Sue Sutherland	(SS)
Derek Lumb	(DL)		

**Chair:** Andrew Osmond

**1. Apologies for Absence:** James Collier (JC) Bill Anstead (BA) Jeremy Porter (JP)  
Beryl Chalmers (BC)

**2. Minutes of the last meeting (09.12.15).**

With a change from 'membership activity' to 'recruitment activity' in the second paragraph of Item 3 these were proposed as a true and accurate record by JD, seconded by JG, and agreed nem con.

**3. Matters arising.**

There was comment about how difficult it is to access the skills page on MyCA. SS said she would talk to Ivan Andrews to establish if access could be made more obvious.

**ACTION:** SS

Papers for Council meetings should be posted on the forum, at the very latest, one day before the meeting and members will then provide their own copies. If a paper does appear later than 24 hrs before the meeting this will be provided at the meeting by BC.

**ACTION:** All

AO mentioned he would sit in on the next Marketing Committee meeting so he may better understand their objectives and modus operandi and said he thought the marketing plan an excellent document.

**ACTION:** AO

There was a discussion about the Chair of the Marketing Committee. AO volunteered to return to Council with suggestions

**ACTION:** AO

RSS reported that one of the third parties with whom exploratory talks have been initiated have expressed a positive opinion that they would like to enter into some sort of mutually advantageous marketing arrangement within their existing budget. Discussions will continue. There followed a discussion around the sort of incentive the CA should offer; its scope and cost. AO suggested an ad hoc group be formed and RSS suggested RJS, DF and himself. They would meet to formulate criteria for third party cooperation and report at the next meeting. RJS and DF to check their available dates and give them to RSS

**ACTION:** RSS; RJS; DF

**4. Confirmation of the appointment of Company Secretary.**

Following the resignation of BC Jeremy Porter was proposed by JG, seconded by RSS, and agreed nem. con.

## **5. General Manager's report.**

Talks with Musto to encourage discounts on their clothing and contributions of clothing for promotional activities have taken place.

RSS reported that cabin hire for the calendar year ended 31st December 2014 was £28k whilst that for the year ended 31<sup>st</sup> December 2015 was £38k, an increase of £10k or 35%.

For the same periods Room Hire had increased from £8,828 to £13,970. An increase of £5,142 or 58%.

Council members expressed their thanks for, and appreciation of BC's efforts in achieving these results.

## **6. On line voting.**

This subject has been discussed at some length over the forum. It was agreed a majority of those entitled to vote would be sufficient to carry a motion. DL volunteered to write an On line voting proposal for ratification by Council

**ACTION: DL**

## **7. Cruising Information Development.**

Unfortunately BA was unable to attend the meeting to present his paper on this subject and it was agreed to hold over detailed discussion of this until the February meeting.

## **8. Business Plan.**

AO thought the expression 'Mission Statement' should be changed to 'Aim' or 'Plan'. DF outlined ideas for there to be a one year objective and a longer term one; say five years and that more detailed financial data should be incorporated. JG said she thought the plan should not be too detailed since it relied on others for implementation. RJS suggested the words 'increase their enjoyment of' be inserted between 'members' and 'cruising' and the words 'trusted and up-to-date' be inserted between 'exchange' and 'information' in the first sentence. The word 'worldwide' should be deleted.

AO asked members for their thoughts on the document by the end of this weekend.

**ACTION: All**

## **9. Finance and Budget update.**

AO asked about the amount in the budget for IT. It was accepted that £40k p.a. would suffice. Costs of c£8k are being incurred on upgrading CAPtain's Mate. RSS outlined four criteria for this work: - 1) A download should be local to that user. 2) It should be available Apple and Android platforms. 3) It should be future proof and 4) work should be completed by 31.03.16. RSS said he thought work was progressing satisfactorily at this stage.

Two signatures were still required before Smith and Williamson could be given the £75k for investment. Another £50k would be invested as soon as the investment of the first tranche has been accomplished.

RSS told members that the annual income was £318k in 2013, £347k in 2014 and £369k in 2015 and that December 2015 experienced the first ever increase in that month over the same month of the previous year. The cash balance at the end of December 2015 was £411k. A letter from a member complaining of RSS's replies to his questions at the AGM was handed to AO.

## **10. Confirmation of meeting dates for 2016**

Wednesday 17<sup>th</sup> February 2016

Wednesday 16<sup>th</sup> March 2016

Wednesday 13<sup>th</sup> April 2016

Wednesday 10<sup>th</sup> August 2016

Wednesday 12<sup>th</sup> October 2016

All commencing at 13.00 hrs.

Dates to be reviewed at the beginning of February

The AGM will be held on Wednesday 23<sup>rd</sup> November followed by the customary Council meeting.

**11. Any other business.**

RJS said the prospect list was not being updated. It was suggested this was partly due to the constraints of the Data Protection Act which did not always allow use of peoples personal contact details garnished from various sources. RSS mentioned that JP was studying the Act and that he would give guidance to Council as to what was or was not permissible after he had finished this exercise.

SS asked about members of committees being shown on the web site. It was agreed this was alright.

The meeting opened at 13.05 hrs and closed at 14.45 hrs.

JPH: 07.01.16  
JPH: 13.01.16