

**G.P. FOURTEEN CLASS INTERNATIONAL ASSOCIATION**

Minutes of the General Committee meeting held on **Saturday 26<sup>th</sup> April, 2014**  
at The Mount, Orrell Rd, Orrell, Wigan, WN5 8HQ

<b>Present</b>	Duncan Greenhalgh (DG) Paul Bowmer (PB) Mark Collingwood (MC) Ann Penny (AP) David Rowlands (DR) Edward Washington (EW) Gareth Morris (GM) Gill Beddow (GB) Graham Knox (JGK) Liz Hall (LH) Martin Stanley Matt Thursfield (MT)  Julie Courtney (JC2)	President Treasurer Hon Secretary /Website Editor Vice President/Promotions Past President/ Technical & Rules Chairman Directly Elected/Cruising Representative Directly Elected/Vintage & Classic Representative Championship Chair Past President Vice President & Mainsail Editor North West Area Representative Midland Area Representative  Minute Secretary	<b>ACTION</b>
<b>Apologies</b>	Apologies for absence were received from Lawrence Baalham (LB), Jon Close (JC), Stephen Browne (SB), Stephen Parry (SP), Phil Hodgkins (PH), Seonaid Young (SY) , Paul O'Neill (PO) , Paul Simes (PS), Hugh Brazier (HB)		

<p><b>G21/14</b></p>	<p><b>The Minutes of the General Committee of 8<sup>th</sup> February 2014</b></p> <p>MC read a list of inaccuracies in the minutes that had been reported to him including:</p> <p><b>G5/14:</b> ‘administrator’ should be Class Administrator’  <b>G16/14:</b> a) The numbering of this section is incorrect  b) Clarification is required to ensure that points discussed at the meeting are not reported as being discussed at the T&amp;R Meeting.  c) Item 5 incorrectly states that the change of name of the Masters Championship requires a rule change rather than a change to Rules Governing Championship Meetings.</p> <p>Names were spelt incorrectly in several places.</p> <p><b>Redaction:</b> It was noted that the following should be redacted:</p> <p>G3/14: Report of commercial discussions with Holt Marine  G6/14: Comments about the NatWest Bank.  G16/14: Report of commercial discussions with SP  G20/14: Answers to a specific question about Craftinsure</p> <p>DR proposed that subject to the corrections listed and items summarised for the website the minutes be accepted. GM seconded.</p> <p>MC to correct and re-issue minutes</p> <p><u>Matters Arising</u></p> <p>PB reported he is still reviewing our banking arrangements and no decision about whether to change our bankers has been made.</p> <p>MC stated he had not yet written to Holt Marine as he been hoping that we could locate some relevant papers that had been lodged with our bankers in 1973 (Minute 10/73). As it was proving difficult to locate these, he now proposed that he now wrote to serve notice. There was no disagreement to this proposal.</p> <p>PB asked if anybody can go to Newcastle-under-Lyme where we believe the papers are held. GM said he knew someone who lived in Stoke who would be happy to go and enquire. It was noted that PB would need a letter of authority to retrieve the papers.</p> <p>MC stated he still needed to send minutes to Hugh Brazier for the website.</p> <p>MC reported the license was signed with SP Boats at the Dinghy Show</p> <p>DR reported that he did not expect to hear from ISAF regarding the Class Agreement for some time, but had anyway tried to call Rod Taylor at ISAF for an update. DR reported he had been sent some examples of class rules written in the ISAF format to see how they fitted in with the Association rules. DR confirmed he would talk to Rob Taylor.</p>	<p><b>Agreed</b></p> <p><b>MC</b></p> <p><b>MC</b></p> <p><b>GM/PB</b></p> <p><b>MC/HB</b></p> <p><b>DR</b></p>
<p><b>G22/14</b></p>	<p><b>F&amp;G Minutes</b></p> <p>MC reported that there had been no F&amp;G meetings recently as matters were being dealt with by e-mail as they arose. Therefore he was presenting no F&amp;G Minutes</p>	

	to the meeting.	
<b>G23/14</b>	<p><b>2013 Accounts</b></p> <p>PB circulated accounts for year-ending September 2013 and provided a brief narrative:</p> <p><i>Overall:</i></p> <ul style="list-style-type: none"> <li>Deficit before transfers to class funds is £2,001 compared to 2012 figure of £9,700.</li> </ul> <p><i>Income:</i></p> <p>Overall 6.5% down compared to 2012.</p> <ul style="list-style-type: none"> <li>Subscription income was down about 5%, which is a lower decline than the average rate of 8% that has been experienced in recent years.</li> <li>Sail label income was down approximately 50% compared to 2012.</li> <li>Registration fees for new boats is down against 2012 which was a Worlds year.</li> <li>Insurance commissions were about 6% up on last year.</li> <li>Web advertising income was £1,000 more than 2012.</li> <li>Mainsail advertising has fallen from £3,000 in 2012 to £900.</li> </ul> <p><i>Expenditure:</i></p> <ul style="list-style-type: none"> <li>Overall £10,000 down from £51,000 in 2012 to £41,000</li> <li>Staff costs were approximately £3,800 lower which is a combination of over-time for 2012 Worlds not being paid in 2013 and a significant reduction in the Honorarium payments to the Hon. Secretary.</li> <li>Office costs - which include all depreciation - were up by about £1,100 mainly due to depreciation of the Association boat.</li> <li>Membership expenses are down by £2,200 due to reduced printing (£1,000) and postage (£800)</li> <li>Cost of Mainsail has increased by £500.</li> <li>Committee travel expenses they were up slightly.</li> <li>Miscellaneous costs down hugely from £8,500 in 2012 to £2,000. The main reason being very impressive budgeting by GB and lower than expected costs from Largs SC, such that Championships recorded a surplus of £4,300 against a loss in 2012.</li> <li>Net Dinghy Show costs were down by £1,000 mainly due to higher contributions from companies involved with and/or sponsoring our stand.</li> <li>There was a one-off increase in costs last year of £2,000 which was the digitisation of all the class records.</li> </ul> <p>PB proposed the accounts be accepted and presented to the AGM. DG seconded.</p>	<b>Agreed</b>
	<p>Matters arising:</p> <p>GB asked for a breakdown of the Championship costs.</p> <p>MC confirmed the 2013 Accounts would go on the website after being accepted by the AGM in August.</p> <p>PB confirmed the 2012 Accounts could be published on the website.</p>	<p><b>PB</b></p> <p><b>MC</b></p> <p><b>PB/HB</b></p>
<b>G24/14</b>	<p><b>Treasurer's Report – Current Year to end of March 2014</b></p> <p><u>Cash &amp; Reserves</u></p> <p>PB reported that cash was tight at the end of 2013, just before the influx 2014 subscriptions, but with close management we were able to avoid drawing on the reserves held by the Trustees.</p>	

	<p>PB agreed with DR that reserves should be used in preference to an overdraft and will be preparing a cash flow forecast to see if there will be a need to access these this year.</p> <p>In accordance with item 10 of the constitution, PB proposed no transfer of funds to reserves this year. Seconded by DR.</p>	<p><b>PB</b></p> <p><b>Agreed</b></p>
	<p><u>Income Forecast</u></p> <ul style="list-style-type: none"> <li>• <i>Currently at about</i> £32,000 against a full year budget of £38,200. PB considers this is not a too bad position for this point in the year.</li> <li>• Subscription income our 2014 forecast was £27,100 and as of the end of April we're at nearly £24,900.</li> <li>• Advertising income is currently very low, but PB believes this is because we haven't chased the income from the recent Mainsail.</li> <li>• Sail label income we budgeted to get £2,500 in sail labels and it's currently standing at £1,570.</li> <li>• Insurance commission expected to be at the budget figure of £3,500.</li> <li>• Registration fees for new boats we budgeted £2,000 and we're currently sitting at £1,300.</li> </ul>	<p><b>PB/JC2</b></p>
	<p><u>Expenditure Forecast</u></p> <ul style="list-style-type: none"> <li>• Currently at about £23,000 against a budget of £41,950</li> <li>• Committee travel is currently at about £2,800 against a target of £6,100 which is about right for this point in the year.</li> <li>• Professional fees are on plan</li> <li>• Credit card fees we've budgeted £2,000 and spent £1,100 so far.</li> <li>• After the recent cost saving the full year forecast for Mainsail is now £6,500 against the original budget of £7,500 for the Mainsail.</li> </ul>	
	<p><u>Subscriptions</u></p> <p>PB said that with the cost savings proposed he did not foresee the need to raise subscriptions for 2015.</p> <p>In addition, rather than presenting the subscription as £31, PB proposed be presented as £29 plus £2 surcharge if you don't pay by direct debit. Seconded by DR.</p>	<p><b>Agreed</b> (With one abstention)</p>
	<p><u>Registration Fees</u></p> <p>JC2 asked for clarification about what was included in the registration fee paid by Sail makers and Boat builders. A discussion followed which confirmed this was unclear. JC2 to produce a report for F&amp;G to consider.</p>	<p><b>JC2</b></p>
	<p><u>Advertising Rates</u></p> <p>In order to encourage a greater volume of adverting activity PB proposed the current advertising rates should be held for next year:</p> <ul style="list-style-type: none"> <li>• Mainsail - Full inside page £165, full outside cover page £175, half page £125, quarter page £85)</li> <li>• Website Banners - 3 months £65, 6 months £95, 12 months £140.</li> </ul> <p>PB suggested someone on the Committee should be responsible for generating advertising revenue. AP agreed this come under the area of promotions.</p>	<p><b>AP</b></p>
	<p><u>Review Sail Label Charges</u></p> <p>A discussion was held whether to increase the £8 Sail Label charge.</p>	

	<p>GK reminded new members of the committee that the sail label rates were originally introduced to fund the youth coaching and PB felt this point should be used to help justify an increase.</p> <p>DR reported the ISAF label for In House Certification costs £3 per label, in addition to the charge for measurement itself. However, he felt this was justifiable considering the convenience the scheme offered.</p> <p>MC proposed sail label prices to be increased to £10 from 1<sup>st</sup> October, 2014. Seconded by GK.</p>	<b>Agreed MC</b>
<b>G25/14</b>	<b>Cost Reduction Programme</b>	
	PB expected the full potential savings to be in the region of £10,000 pa with an initial target of £7,500, that even with a slight decline in membership, should be enough to breakeven.	
	<p><u>Office Hours</u> Current activities consume approximately 1,400 hours a year for 900 members which PB believe sounds is quite a high figure and expects there is potential to seek efficiencies and changes in the way services are offered to reduce this.</p>	<b>PB/MC</b>
	<p><u>Rent and Rates</u> A saving of £1,000 was reported now we do not have to fund our own office.</p>	
	<p><u>Committee Travel &amp; Meetings</u> It was noted that use of Skype had reduced the cost of F&amp;G meetings and that DG had tabled two proposals which had the effect of reducing the cost of committee travel and meetings. (See G29/14 &amp; G30/14)</p>	
	<p><u>General Expenses</u> A saving of £1,400 was reported now we no longer have our own office.</p>	
	<p><u>Mainsail Magazine</u> Full year savings of up to £1,800 are expected due smaller format and in-house publication. (Postage now 37p against £1.17)</p>	
	<p><u>Association Boat</u> See G27/14 below.</p>	
	<p><u>Credit Card Charges</u> The high costs of processing credit card transactions was discussed and how viable it was to encourage use of alternative payment methods. PB agreed to cost alternative methods of payment for events to enable a subsequent discussion in October.</p>	<b>PB</b>
	<p><u>Jack Holt Royalty</u> Discussed under Matters Arising.</p>	
	<p><u>Class Promotion Activities</u> It was agreed that we should continue to exhibit at Dinghy Show. However, to minimise the cost the Promotions Committee should seek more support from people who wish to advertise at the event.</p>	<b>Agreed AP</b>
	<p><u>Endeavour Trophy</u> PB proposed limiting the sponsorship of crew to represent the class to the endeavour trophy only. For this event he proposed paying the entry fee, reasonable travel costs and an accommodation allowance.</p>	<b>Agreed</b>
	<p><u>Howard Davies Fund</u> The proposal to more restrict funding of youth training was not well received and there was support for the continued ring-fencing of the Howard Davies Memorial fund, despite the fact that it has often been unspent in recent years.</p> <p>The discussion moved on the more difficult issue of why the training week has recently been less popular such that in 2013 PH had difficulty in filling all the</p>	

	<p>places.</p> <p>DG summarised the discussion:</p> <ul style="list-style-type: none"> <li>• No immediate decision should be taken.</li> <li>• We should continue to support youth training in both Mainland UK and Ireland.</li> <li>• We should have events each year in both countries.</li> <li>• The trainers used should be based in the host country to reduce travel costs.</li> <li>• Travel and accommodation should be paid by the delegates in full.</li> <li>• Training events should be planned well in advance so costings can be reviewed by PB before F&amp;G approval.</li> <li>• We should continue discussion with Adam McGovern about exploiting RYA assistance and funding.</li> <li>• We are awaiting PH's report and plan. (See G28/14)</li> </ul>	<b>DG/PH</b>
	<p><u>Membership</u> <i>Life Membership</i> PB proposed that there be no changes to benefits of Life membership.</p> <p><u>Matters Arising</u> <i>Full Membership</i> DR clarified that those helming a boat at championships must be a member of the Association.</p> <p><i>Associate Membership</i> DG clarified that Associate member status is open to any person wishing to support the objectives of the Association. If an Associate member wishes to helm at a championship JC2 should ensure they upgrade to Full membership.</p> <p><i>Honorary Membership</i> DG confirmed that Full membership was required to compete in a championship. (MC Note: Item 8 of the Constitution states Honorary members may neither register a boat with the Association nor vote at General Meetings)</p>	<b>Agreed</b>        <b>JC2</b>
	<p><u>Championship Events</u> The committee considered whether to plan for a small surplus on our Championship events rather than continue with the current policy of planning to break even.</p> <p>GB said the Championship Committee was trying to keep weekend events below £40 but she still received complaints about the level of entry fees.</p> <p>The meeting agreed that the cost of events was a sensitive issue and we should not risk lower participation by budgeting for a surplus. Current policy of planning to break even should be maintained for 2015.</p>	<b>GB/PB</b>
<b>G26/14</b>	<p><b>Website</b> It was noted that the original plan to publish all the information from the handbook – last published in 2007 – has still not been completed.</p> <p>DG requested that all of us should look for omissions and on the website and offer to help fill them. Errors should be reported directly to HB.</p> <p>MT volunteered to review the content of the 2007 handbook against the website.</p>	<b>All</b>   <b>MT</b>

<p><b>G27/14</b></p>	<p><b>Sale of Association Boat</b> It was agreed that the Association Boat be sold.</p> <p>The boat is currently at HLSC and GK's offer to manage the sale on behalf of the Association was accepted.</p> <p>MC proposed that unless a conflict of interest occurred GK should be empowered to negotiate the sale and agree the price with DG based on a target of £6,500.</p> <p>JC2 to place advert on the website.</p> <p>It was noted that BTYC were interested in buying the boat and to avoid a conflict of interest LH, who is a member at BTYC, would not be involved with the sale.</p>	<p><b>Agreed</b></p> <p><b>GK</b></p> <p><b>Agreed</b> <b>GK/DG</b></p> <p><b>GK/JC2</b></p>
<p><b>G28/14</b></p>	<p><b>Training</b> It was noted that PH had sent his apologies but had not sent in a report to be presented in his absence.</p> <p>DG reported that he knew there had been some discussion about development of the training programme but, in the absence of PH or a report, discussion should be deferred to October.</p>	<p><b>PH</b></p>
<p><b>G29/14</b></p>	<p><b>Proposal to Change Area Boundaries</b></p> <p>DG outlined his proposal to reduce the number of Areas from 8 to 5 to both line-up with the current programme of area championships and reduce Committee expenses.</p> <p>The following revised wording for the Constitution was agreed:</p> <p><i>4. Administration — For administrative purposes Great Britain shall be divided into five Championship Areas by a series of lines drawn from; Maldon Essex to Ross on Wye, along the line of the Welsh Border, from Ellesmere (through Nantwich and Buxton) to Skegness, and along the Scottish Border. These areas shall be named:</i></p> <ul style="list-style-type: none"> <li>• <b>Scottish Area</b> (North of the Scottish border)</li> <li>• <b>Northern Area</b> (South of the Scottish border to a line from Ellesmere to Skegness)</li> <li>• <b>Midland Area</b> (East of the Welsh border and between North and South Areas)</li> <li>• <b>Welsh Area</b> (West of the Welsh border)</li> <li>• <b>Southern Area</b> (South of a line between Malden Essex to Ross on Wye)</li> </ul> <p><i>A program of championships shall be organised each year on a regional basis, the number and format of such events to be decided by the Committee.</i></p> <p><i>Each Area Representative shall arrange an annual Members meeting to decide future Area activity and select a continuing Area Representative.</i></p> <p>Item 5 (a) (iii) <i>The Five Area Representatives</i></p> <p>DG proposed this should be put to the AGM. LH Seconded.</p> <p>MC to prepare motion</p>	<p><b>Agreed</b></p> <p><b>MC</b></p>
<p><b>G30/14</b></p>	<p><b>Committee Management Structure</b> DG presented his Committee Management Structure Discussion Document which had been previously circulated.</p> <p>DR proposed the principles presented in the document should be implemented, but felt it could be trialled under the current Constitution without the need for constitutional change beforehand.</p>	<p><b>Agreed</b></p>

	<p>DR and GK agreed to lead drafting of revised standing orders.</p> <p>The following agreed to assist DR &amp; GK with the following areas:</p> <ul style="list-style-type: none"> <li>• Promotions - AP</li> <li>• Area Representatives - MT</li> <li>• Championships - GB</li> </ul> <p>DG noted that everyone should be thinking about succession planning and the identification of potential new committee members.</p>	<p><b>DR/GK</b></p> <p><b>AP</b> <b>MT</b> <b>GB</b></p> <p><b>All</b></p>
<b>G31/14</b>	<p><b>Proposal to Change Short Name of the Association</b></p> <p>MC presented proposal to change the short name of the Association in line with current practice.</p> <p>The following revised wording for the Constitution was agreed:</p> <p>1. <i>Name - The name of the Association shall be 'The Yachting World General Purpose 14ft. Sailing Dinghy Class International Association' and the short title which may be used on all occasions shall be 'The GP14 Class International Association'.</i></p> <p>MC proposed this should be put to the AGM. DG Seconded.</p> <p>MC to prepare motion.</p>	<p><b>Agreed</b></p> <p><b>MC</b></p>
<b>G32/14</b>	<p><b>Informing the Membership of the Motions to Change the Constitution</b></p> <p>MC noted that in addition to posting on the website he had to write to each member by post or email at least fourteen days before the AGM informing them of the motions being presented</p> <p>JC2 to produce a count of those members for whom we did not have e-mails addresses to determine if this was affordable to post out the motions as well as e-mail them.</p>	<p><b>MC/JC2</b></p>
<b>G32/14</b>	<p><b>International Report</b></p> <p>It was noted that LB had sent his apologies but had not sent in a report to be presented in his absence.</p>	
<b>G33/14</b>	<p><b>Area and Special Interest Reports</b></p> <p><u>NW Area (MS)</u> MS is worried about the numbers of travellers. Last year it dropped quite significantly with only 4 people qualifying. This year only 6 boats competed at Combs and MS is expecting the number of people qualifying to be as low as last year.</p> <p><u>Midland Area (MT)</u> 11 events have been put on calendar for 2014 including the 2-day Area Championships at Chase which had 35 entries. MT reported that on the Tuesday before the Wednesday deadline there were 9/10 boats entered, which shows how important the Wednesday deadline is because otherwise the club would not have planned and been able to cater for the actual turnout.</p> <p>MT mentioned a contentious event at the Area Championships where one boat sailed another down which allowed a third party to win, but noted that this was within the RRS.</p> <p>MT noted that he had analysed the 2013 travellers and concluded that South</p>	



	<p>Staffs made up most of the travellers, only 4 of the 11 events had more than 15 boats and the rest had less than 10. South Staffs now tend to travel as a group to avoid the situation where they can travel but end-up with less, lower quality competition. MT is concerned about the viability of the Midland travellers and will have a clearer picture after the 2014 season which may necessitate a more radical rethink of the format for 2015.</p> <p><u>Southern Area (SB)</u> SB had sent his apologies and a report, summarised here:</p> <p>The first event of the season at The Welsh Harp had a good turnout and the Area Championships at Pool YC with a strong local fleet should also have good numbers.</p> <p><u>Scottish Areas (PO)</u> It was noted that PO had sent his apologies but had not sent in a report to be presented in his absence.</p> <p><u>Welsh Area (PS)</u> It was noted that PS had sent his apologies but had not sent in a report to be presented in his absence.</p> <p>It was also noted that GB and the Championship Committee had arranged the Welsh Championship themselves this year.</p> <p><u>Cruising (EW)</u> EW reported that he was planning a couple of events for 2014 and would advertise these through the e-newsletter.</p> <p>EW asked for financial support for a cruising week at Poole the same week as the Worlds where the entry fee is £140 and break-even is 8 boats.</p> <p>After discussion PB proposed that, providing he was able to see and approve the actual event costings, we underwrite a short fall of up to 2 places to allow the event to run with a minimum of 6 boats.</p> <p><u>Vintage and Restoration(GM)</u> GM said he was disappointed with lack of welcome GP14s had received at Windermere and that a few vintage boats had swapped hands through the winter without informing him.</p> <p>He also noted that SB had invited the fleet to go to Ulster for a camping weekend.</p> <p>DG thanked the representative for what he knew they had an unenviable task.</p>	<b>Agreed</b>
<b>G34/14</b>	<p><b>Liz Hall</b></p> <p>DG announced that LH was stepping down from the Committee and thanked her for her long and valued service to the Association and proposed a vote of thanks.</p>	<b>Unanimous!</b>
<b>G35/14</b>	<p><b>Championship Matters</b></p> <p>GB presented minutes from the following Championship Meetings:</p> <ul style="list-style-type: none"> <li>• 20<sup>th</sup> February 2014</li> <li>• 24<sup>th</sup> April 2014</li> </ul>	

	<p><u>Matters Arising</u> GB reported lack of accommodation for the Worlds is still an issue and deterring people from entering. GK reported he would be visiting the area and agreed to talk to LB about this.</p> <p>GB proposed to accept the minutes. MT seconded.</p>	<b>Agreed</b>
<b>G36/14</b>	<p><b>Technical &amp; Rules</b></p> <p>DR reported there had been no meeting and therefore there were no minutes.</p> <p><u>SP Boats</u> DR reported that SP boats are now an active moulder of GP14s, have delivered 5 and have received orders for another 12 boats.</p> <p><u>ISAF</u> DR reported he had neither received updated rules from ISAF nor a draft membership agreement.</p> <p><u>Non-metallic standing rigging</u> DR reported Justin Jones conducting trials and T&amp;R Committee will evaluate its performance.</p> <p><u>International Measurer</u> DR stated had received a letter from ISAF requesting us to nominate our international measurer which had no implication for the 2014 Worlds. JC expressed an interest in this role, so may well send him on a training course.</p>	
<b>G37/14</b>	<p><b>Class Promotions</b></p> <p>AP submitted a verbal report</p> <p><u>Dinghy Show</u> AP wished to thank all those involved in the Dinghy Show particularly LH.</p> <p><u>Mainsail</u> AP confirmed that she was happy with new size and format and reported that it did yield the expected savings. AP thanked JC2 for her hard work on new layout. AP expressed her dismay over the errors in the printed version that were not in the version she had signed-off. Having investigated the issue, she has concluded that we should but stay with the same printer, who has agreed to revise their proofing procedures.</p> <p><u>Annual Club Returns</u> AP stated she would like to reinstate these.</p> <p><u>Registration Packs</u> AP stated again that she would like to introduce registration packs and agreed to present an more detailed proposal with costings to the next meeting</p> <p><u>Matters Arising</u></p> <p><u>e-Newsletter</u> It was noted that the publication date is still erratic and GB stated she was particularly dismayed that had submitted an article which subsequently was not sent before the event to which it related.</p>	<p><b>AP</b></p> <p><b>AP</b></p> <p><b>AP</b></p>

	MC stated that timetable was to ask for articles on 10 <sup>th</sup> of the month and publish around 15 <sup>th</sup> . He agreed to discuss with SY and JC2	<b>MC</b>
<b>G18/14</b>	<b>Date of next meeting:</b> 4 <sup>th</sup> October, 2014  F&G to discuss venue.	<b>MC/JC2</b>
<b>G39/14</b>	DG closed the meeting at 4.55 pm	

ACCEPTED