

## Minutes of a Meeting of the Hansa Class Association (UK) Committee 29<sup>th</sup> October 2014

The meeting was held at 1015 am on Wednesday 29<sup>th</sup> October 2014 at Oxford SC, Farmoor Reservoir, Farmoor, Oxford, OX2 9NS.

### Present

Andy Sheath	Frensham (Chairman)
Marcus Frith	Chesil (Vice-Chairman)
Tom Harper	New Forest (Treasurer)
Lindsay Burns	Frensham (Class Racing Development Officer)
Dave Durston	Whitefriars
Keith Harris	New Forest
Richard Smallwood	Frensham
Bob Scull	Dart
Ric Cassell	Swarketone
Pat Crowley	Rutland
Ron Sawford	Steve Sawford Marine Ltd (Secretary)

### Co-opted Members:

Steve Sawford	Steve Sawford Marine Ltd
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### 1. Apologies

John Figgures	HCA (UK) Class Measurer
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### 2. Management Structure.

Lindsay presented her paper (previously distributed by email) **See Appendix 1 attached.**

After a full discussion the following proposals were made and voted on.

- a. It was proposed that the Officer structure remained as it is with Chair, Vice Chair, Treasurer and Secretary. This was carried. 7 votes for, 1 against and 4 abstained. This does not require a change to the constitution and therefore this decision comes into immediate effect.
- b. It was proposed that the executive sub-committee be made up of the Chair, Vice Chair, Treasurer and Secretary only. This was carried. 7 votes for, 3 against and 2 abstained. This does not require a change to the constitution and therefore this decision comes into immediate effect.
- c. It was proposed that the Constitution be changed to state that a person co-opted to the committee shall not have committee voting rights. This was carried unanimously. This does require a change to the Constitution and therefore this decision comes into effect after the changed Constitution is ratified by the membership at an AGM. **RSm**
- d. It was proposed that the Constitution be changed to state that the committee shall comprise not less than six and not more than fourteen members of the Association. This was carried. 11 votes for and 1 abstained. This does require a change to the Constitution and therefore this decision comes into effect after the changed Constitution is ratified by the membership at an AGM. **RSm**
- e. There was a discussion around the structure of voting for the Chair, Vice Chair, Treasurer and Secretary of the Association following the suggestion that a membership vote at an AGM should be used instead of that laid out in the Constitution. It was decided to keep voting as per the Constitution and to revisit this if and when we progress development towards becoming a Charitable Incorporated Organisation. (CIO) **MF**

### 3. Progress of our 5 Year Plan including:

#### a. Summary of current position and broad 2015 racing aims.

1. In the 2014 racing programme we established the 3 regions for our TT Series' and also established our new GP series. For 2015 we plan a "stand alone" Nationals. A series of 3 GPs, none of which count towards any TT series, a 12 event national TT Series incorporating 3 regional TT series of 4 events each. We also plan to run three "Blue Fleet" events in the early part of the season at non TT Clubs hopefully one in each region. There was a full discussion about blue fleet issues. **Events Team**
2. There would be 3 training days one in each region early in the season covering how to run a blue fleet event, basic race management and a session on basic "learn to race" resources. This would then be followed by a blue fleet regatta in the afternoon. Participants could then be invited to TT events in their region. **Events Team**
3. It's suggested that the association works towards owning a small fleet of boats that can be loaned to members for our racing and training events. No action was planned for this yet.

#### b. Future status of our Association.

Marcus explained the advantages of the Association becoming a Charitable Incorporated Organisation (CIO). There was a full discussion around this, including the financial implications from Tom, trustee status and constitution compatibility from Richard and the protection of the association's members voting rights from Lindsay. The following action points were agreed:

1. That at this stage the committee wants to pursue this.
2. Marcus will prepare the documents needed.
3. When prepared the documents will be circulated to the committee. **MF**
4. After circulation action email discussion and vote on the most expedient action to take. **AS**

#### c. Regional Coordinators.

We now have coordinators to cover each of the three regions. They are as follows:

1. Bob Scull for the Western Region.
2. Andy Sheath for the Southern Region.
3. Ron Sawford for the Northern Region.

Ron will produce a checklist of the tasks these roles cover. **RSa**

At this stage the roles only cover the work with host clubs that Ron has traditionally done and does not cover the development work covered by Lindsay's role as Class Racing Development Officer.

We discussed the need for these coordinators to have a set of class flags and a set of buoys each. This included marcus discussing the need for flags for the 2015 Euro Champs and Bob showing us the type of buoys that may do and their costs. The following action points were agreed:

1. Richard will research the availability of Hansa class flags and make recommendations to the committee. **RSm**
2. Marcus will see if IHCA can supply two full sets of Hansa Class flags for use at the 2015 Euros and possibly to pass on to whoever needs them for the 2016 Worlds that are planned to be held in Europe. **MF**
3. Steve will cost the buoys at Trade and compare the price with Bob's costings. Bob and Ron will then make recommendations to the committee. **BS-RSa**

#### d. Racing Programme for 2015 & 16.

Andy presented where we are in the development of the 2015 and 2016 Racing programmes. We had a full discussion around this that included the preferred courses for GPs, expansion to 4 regions, Pat asking that we shorten the racing season to May 1<sup>st</sup> to September 30<sup>th</sup> by putting regionally separated events within a week of each other, the need to bring Queen Mary SC and Swarkestone into the programme, spare boats at host clubs and the future of the RYA Multi-class. The following action points were agreed:

1. We will include recommended courses in the advice booklets we give to host Clubs. **MF-RSa**
2. Andy, Marcus and Margaret Foreman (A member from Frensham Sailability who sails at QM) will visit QM with the aim of arranging that they host a 2015 TT event. **AS-MF**
3. Ric will discuss the possibility of a 2015 TT event with our friends at Swarkestone. **RC**

4. The Events team will work towards shortening the length of our racing season towards bringing it within the period 1<sup>st</sup> May to 30th Sept. **Events Team**
5. Ron will incorporate into the promotion of events a system of determining how many spare boats a host club will have available for loan on the day of their event and give this information to Sailors and their teams well before the event. **RSa**
6. The events team will work towards removing barriers to borrowing boats. **AS**
7. Andy will respond to Debbie's email re Multi-Class. **AS**

#### 4. Finances.

Tom brought the committee's attention to the fact that the 2014 Rebranding and promotional costs to date have significantly contributed to depleting the Associations funds by around £4400. This leaves an available balance of only £4000. Tom circulated accounts to date showing this. He also estimates that we have around £2500 of expenditure yet to go out before the end of the year.

We had a full discussion of this and the following action points were agreed:

1. Richard proposed that in view of our current expenditure future equipment expenditure should be approved by the whole committee.
2. Tom will look into the possibility of the IHCA and/or Hansa Sailing contributing towards our rebranding costs (They did offer this help earlier but we did not take it up) **TH**
3. Marcus will progress the development towards CIO Status in order to open up future funding streams. **MF**
4. Steve will resume his annual donations. **SS**

#### 5. Safety.

We had a full and very wide discussion regarding the safety advice the association needs to be giving to Host clubs. This included all the points raised by Peter Etherton in his email to Andy and many raised by the committee throughout the discussion. The discussion covered safety boat to sailboat ratios at racing events, wind speed advice, reefing, the sailors responsibility, the advice we give regarding sailors using self-inflating PFDs, use or banning of straps to keep the sailor in the boat etc. Marcus had raised some of these points with Andy and Ron the previous week.

1. It was agreed that Marcus, Richard, Tom and Ron would work together on this and report recommendations to the Committee. This needs to be done ASAP as it's an important part of the information needed by Jan 2015 to give to Host clubs as they plan their events. **MF, RSm, TH, RSa**

#### 6. HCA(UK) logo clothing order and management

This will be dealt with by email. Andy will initiate the conversation. **AS**

#### 7. Any other business

##### 1. Matters arising from the 2014 AGM.

- a. Entry fees at GPs and other events. Question of per person/per boat.  
After a full discussion it was decided to allow charging extra for a two person boat to reflect the extra costs some clubs incur for an extra person. Ron will include this in the information given to host clubs. The committee remain committed to encouraging the same entry fee for single and double handed competitors but acknowledges the increasing occurrence of per person charges and does not believe single handed sailors should have to subsidise double handers in such cases. **RSa**
- b. National TT Series. The minimum number of regions counted to qualify.  
After a full discussion it was decided that from the 2015 National TT Series any six races will count. **Events Team**
- c. European Champs 2015 - entry fees for 2 person boats are too high?  
Marcus, Andy and Ron will take this up with the 2015 Euros organising committee. **AS, MF, RSa**

##### 2. Trophies for the 2015 GP Series

Pat offered to make the annual trophies for the overall GP Series. After Pats description of his ideas for this the committee unanimously agreed. **PC**

##### 3. Expenses form.

Bob suggested the we produce a form for claiming travel expenses to ensure clear records are kept. Tom will do this. **TH**

#### 8. Future Meetings. Date TBA. Probably before Dinghy Show and certainly before start of 2015 racing.

## Appendix 1

### **Proposal for new Management structure for the Hansa Class Association UK**

Since its inception the Hansa Class has grown significantly within the UK, but our Association management structure has stayed the same. With the extent of the development of our Class in recent years, and with future development already in hand with our 5 year plan, now would seem an appropriate time to restructure our management.

At the moment too few people are undertaking too many tasks, whilst many of our Committee are underutilised. It would be good to spread the workload more effectively. Our development has now reached the point where consideration should be given to following a similar structure to the International Hansa Class Association Committee (IHCA).

This would, of course require a revision of our Constitution, but would provide the opportunity to change some items in our Constitution that no longer seem appropriate. For example, it is normal practice on Committees that anyone co-opted to a Committee does not have voting rights. Our current Constitution gives voting rights to co-opted members and this should be changed so that the co-opted role is only used for its intended purpose of temporary specific additional assistance for a particular task.

If we follow the structure of the IHCA Constitution our Committee would consist of the following:-

- Chairman
- Vice Chairman Championships and Events
- Vice Chairman Development
- Vice Chairman Technical and Rules/Measurement
- Treasurer
- Secretary

The above 6 would make up the Executive and be supported by additional Committee members. At the moment our Constitution allows for a total of 12 Committee members but, with our development it would be more appropriate to extend that to 14. One of the newly created Committee roles should go to Steve Sawford as Boat Agent and his co-opted role cease, in line with the proposed new guidelines on co-opted members.

With the new emphasis on Regional development it would be appropriate as soon as possible to correct the current regional imbalance of representation on the Committee. All regions should be represented equally. We also need to address the imbalance of Class representation on the Committee as a matter of urgency. This can be achieved by prioritising the shortfall Regional and/or Class representatives when vacancies occur on the Committee.

With the expanded number of Clubs now involved in Hansa racing, consideration should also be given to reducing the representation of any one Club on the Committee from 3 to 2, with the exception of the specialist roles of Measurer, Boat Agent and any other to be discussed.

Currently Committee members serve a 3 year term, at which point they stand down but can opt to have their names put forward for re-election. It would seem appropriate for the same system to apply to our Flag positions Chair and Vice Chair(s) and Secretary.

With the above new structure in place we would have a much more balanced Committee, whose aim should be total transparency and inclusiveness of its members in decision making. It would remove any suggestion of a two tier system operating, with deals being traded behind closed doors.

**Lindsay Burns**  
**28th October 2014**