

Minutes of a Meeting of the Hansa Class Association (UK) Committee 28th October 2015

The meeting was held at 10.15 am on Wednesday 28th October 2015 at Oxford SC, Farmoor Reservoir, Farmoor, Oxford, OX2 9NS.

Present

Marcus Frith	Chesil (Chairman)
Dave Durston	Whitefriars (Vice-Chairman)
Pat Crowley	Rutland (Treasurer)
Tom Harper	New Forest
John Figgures	HCA (UK) Class Measurer
Lindsay Burns	Frensham
Richard Smallwood	Frensham
Keith Harris	New Forest
Bob Scull	Dart
Mike Stoker	Carsington
Ric Cassell	Swarketone
Ron Sawford	Steve Sawford Marine Ltd (Secretary)

Co-opted Members:

Steve Sawford	Steve Sawford Marine Ltd
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1. Apologies

None

2. Introduction

Marcus welcomed Mike Stoker onto our committee.

Marcus also outlined the timing and structure planned for the meeting.

3. Registration as a Charitable Incorporated Organisation (CIO):

a. Update on Application – Marcus

Marcus circulated a paper showing the planned timeline for the completion of achieving our full CIO status for the Association. **See Appendix 1**

Marcus clarified the following points:

1. The final Delegated Powers give the powers of management to this committee.
2. The Rules and Bylaws lay down the powers/requirements used in operating the association
3. We need to appoint Independent Trustees. The process for this will be to identify skills that would benefit the association, Advertise/look for people that have those skills and approach them/invite them to become a Trustee of the Association. These trustees can be from any background. Individuals with a boardroom remit to be involved in their communities charitable activities are usually particularly helpful.
4. The constitution first used in the application needs to be amended to bring together the requirements of the Association and that of the Charities commission. To do this we need to have finalised the “Delegated Powers” and the “Rules and Bylaws”. The Constitution ver.2 then needs to go through the process of drafting, member’s consultation, amend to draft 2, Trustee and Committee approval and then submitted to the Charities commission for their approval and to replace the original constitution.
5. In distributing the draft constitution to the members for consultation we will ask club contact people and our committee members to encourage people in their circle of contact to respond.

b. Advantages, responsibilities/duties required as we go forward.

1. As we will be a CIO, which is a Limited Company operating as a charity, the personal liability of the trustees is limited
2. All the things that the International Hansa Class Association needs to adhere to are already part of our existing constitution

3. We will not have any rules that require us to have a set proportion of our members or committee members as trustees.
4. Being an Organisation that now has an application in with the Charities Commission we are able to open a bank account with the CAF (Charities Aid Foundation). We had a full discussion regarding this and the committee approved this unanimously. Marcus told us that a CAF account can be opened using the number that we were given on application and then giving the permanent number when the application is finally approved. We therefore asked **Tom and Pat to open an account with CAF**, transfer all the Associations funds to the new CAF account and to close our existing bank accounts **THa / PCr.**

4. Finances and Fundraising: – Tom/Pat

a. Current financial position

1. Our total funds are approximately £2200. We are expecting the sail levies from Hansa before Christmas; these were £600 in 2014. We need to pay our annual Insurances which were £185 in 2014.
2. Steve told us that SSM would be making a donation of £1000 to the Association sometime in December 2015. The committee thanked him for this.
3. It was felt that CIO status and the new CAF bank account would enable us to claim back tax on monies received through gift aid. Pat told us of a database that he had written for Rutland Sailability that lists members and payments they have made, which is used by their treasurer for tax purposes. Pat will gather more information as to how this is used at Rutland and whether it would be a useful addition to the Association. PC

b. 2016 budgeting plans:

1. Tom said that we have enough funds to tick over but will not be able to fund anything other than the essentials.
2. The committee asked Pat and Tom to prepare a budget sheet for 2016 based on existing funds and forecasted income. TH/PC

c. Fundraising plans: – Bob

1. In the longer term we need to find trustees that will take on the task of fundraising but for the present Bob will head this to get things started.
2. Bob presented a proposal that we seek funds to purchase and run 6 boat training, demonstration, and enabling rig consisting of boats, their ancillary equipment, and 6 boat trailer with hoist for Keels. For full details **See Appendix 3**. After a full discussion including the models of boats and the equipment this project would include, how the rig would/could be used and who would be available to operate it, the committee decided the following:

The boats included would be 6 x 303 wide including some servo boats if possible and with a range of seating. *(This decision was made in the light of the fact that Steve was planning to make up an SSM rig consisting 3 to 4 X 2.3s that can be made available to the Association for similar use)*

This rig would enable us to run demonstration/ training days at clubs that do not yet have any Hansa boats, provide boats and equipment to support blue fleet training events, where clubs that currently do not participate in our racing are encouraged to invite local sailing clubs to come along and see/try the boats. It could also be used to transport UK race teams that travel abroad and by transporting the boats to TTs, GPs, and National Champs etc. for sailors that cannot get a boat there from their own club.

Bob said that he would be willing to operate the rig if needed.

In the light of these decisions the committee voted to ask Bob to go ahead with this proposal, with 8 in favour and 3 abstentions, 2 of these abstentions were on the grounds of a conflict of interest.

5. HCA(UK) 2015 Racing Events- Review + Suggestions relevant to our 2016 programme

a. Review of the 2015 GP Series – Discussion – the following are the main points made:

1. The support given to Host Clubs that ran GP events in 2015 was not up to the standard laid out in our guidance. This must be improved for 2016.

2. The racing timing and the Sat and Sunday format were liked by many of the sailors.
3. A GP takes a lot of volunteers, effort, and cost and therefore loses viability if attendance numbers drop.
4. GPs are planned to be the highest level of regular racing we provide. This is not possible to be achieved if the numbers in each class are low.
5. In order to address 3 and 4 above we need to find ways of increasing the numbers of sailors participating in GPs.
6. We must not merge GPs with TTs.

b. Review of the 2015 TT Series' – Discussion– the following are the main points made:

1. Our 2015 TT events were split into too many divisions, each being too small. This made them very vulnerable to cancellations. When a TTs had to be called off it had to be squeezed into an already packed programme, into GPs events or completely lost which made the effected Series virtually unviable. The 2016 programme must address this by reducing the number of events and by making the various Series' large enough to be able to lose events without becoming unviable.
2. The Running a Hansa TT Booklet was more complicated than needed and had the effect of putting Host Clubs off running our TTs. **Ron will address this** in preparing the "Running" documents for 2016. **RSa**
3. We must not merge TTs with GPs.
4. David requested that Whitefriars return to providing a TT instead of a GP.

c. Review of the 2015 UK National Championships – Discussion the following are the main points made:

1. There was a need to take special action at the 2015 National Champs to ensure that the UK National Champion award went to a UK sailor. For 2016 we need to include a UK Open Championship with our UK National Championships to avoid a conflict where the winners are not resident in the UK. UK National Championships will be open to people resident in the UK only and the Open Championship will be open to all comers. **See discussion about trophies below**
2. For future National Championship venues we need to take into account the close availability of fully accessible accommodation. The nearest fully accessible accommodation available for the 2016 Nationals seems to be at least 30 mins away and this needs to be taken into account when setting the timings of the programme.

6. CA(UK) 2016 Racing Events Plan: (in the light of the discussions of Item 4)

a. The 2016 GP Series (including the UK event in the Euro-North Cup)

1. This will consist of two events with all to count.
2. The first event will be the Chesil GP at Weymouth and as the venue is our most similar venue to the 2016 Hansa Worlds, Medemblik, The Netherlands we will arrange two weekends training to follow the Chesil GP. This will enable sailors to leave their boat there if they wish. (please note: at this stage, this is yet to be arranged and details may change)
3. The Second GP will be incorporated into the 2016 RYA Multi-Class. **This GP will also be the UK event of the European "Hansa North Cup Series"** (We will publish the dates of all the rest of the "North Cup Series" when we have them. (please note: all the rest of the North Cup Series will be on the continent and hopefully as close to the channel coast as possible)
4. **Marcus will inform the organisers of the RYA Multiclass** and determine with them how our continental North Cup entrants should enter and who will provide the North Cup trophies/GP and carry out the prize-giving. **Marcus will also inform Akko** of this date and venue for the UK event in the North Cup and of how they enter it via entry to the RYA Multi-Class event **MFr.**

b. The 2016 TT Series'

1. Whitefriars will be included as a TT.
2. The 2016 TT programme will consist of:

- a. 2016 National TT Series – 10 Events with 5 to count
 - b. 2016 North TT Series – 5 events with 3 to count
 - c. 2016 South TT Series – 5 events with 3 to count **The Events Team**
 - d. 2016 Scottish TT Series – format not yet decided (Ron will determine this with Moira Campbell (who is willing to be co-opted to our main committee (see AOB below) **RSa / MCa**
3. The Committee agreed that we would offer Tideway and Swarkestone a TT in 2016. This would require that some of our existing TT Host Clubs would not be included in the 2016 programme. The events team will make the final decision as to which clubs these will be, taking into account the results of our recent member questionnaire, past events, facilities and past attendance, location Clubs may be asked to run an event every two years if they wish. **The Events Team.**
- c. The 2016 UK National Championships**
- 1. For 2016 we will include a UK Open Championship with our UK National Championships. **RSa**
 - 2. We will ask Carsington to provide as comprehensive list of local accessible accommodation as they can. **MSt**
 - 3. We will ask Carsington to take into account the distance sailors have to travel to their accessible accommodation when setting the timings of the programme. **MSt**

7. Report of IHCA AGM – Marcus, Richard, Lindsay, John

Richard presented the following:

To give some information concerning the IHCA AGM which has just concluded the minutes are attached (**See Appendix 3**). As these do not reflect the many email discussions, Richard drew attention to a two matters noting that as Chairman Marcus has the UK vote on all matters which require a vote.

Item 2 – Thanks to Marcus, John, Lindsay and Richard were re-elected to the Committee of Management.

Item 4a – The IHCA Technical Committee which includes the three above was tasked to review the Class Rules with the aim of getting any changes approved by ISAF by May 2016, i.e. before the World Championships rule change proposals brought up during the AGM were:

Marcus put forward the following:

GBR would like to propose that a fundamental rule be added to all Hansa class rules

“All Hansa classes are sailed as Inclusive classes and class rules shall ensure equality for all sailors in all competitions.”

There was no further comment on this proposal from other IHCA AGM participants.

Liberty Class – There was a proposal to allow full or partial servo-Liberties to have their mainsheets rigged 1:1, 2:1 or 3:1 according to the wishes of the sailor. The current rule is 2:1 only. There was no mention of restricting servo system development so the rule is likely to remain that any system approved by IHCA as a RAE or by a National Technical Authority is allowed.

Hansa 303W Seating. Marcus had proposed the following rule change,

“C.4 Sailors - The Hansa 303 is both a single person and two person craft. The clothing over the crew buttocks shall remain in contact with the seat's sitting surface at all times while racing. Leaning forward is acceptable, but no part of the sailor's upper body shall project forward of the aft face of centreboard trunk. If the boat is raced by one-person they shall race in a position astride the keel housing.”

Hansa Class Designer and rights holder Chris Mitchell had proposed the following change:

"C.4. Sailors - The Hansa 303 is both a single person and two person craft.

C.4.1. Open 1 Person. If the boat is raced by one-person they shall race in a position astride the keel housing.

C.4.2. Open 2 Person. Crew buttocks shall remain in contact with their seat's sitting surface at all times while racing.

C.4.3. Universal Design 2 Person. Crew buttocks shall remain in the seat, leaning forward is permitted, but perching on the Wide's forward seat tubes, or Breeze bench seat leading edge does not qualify as sitting in the seat.

This would require the Notice of Race and Sailing Instructions for an event to state whether C.4.2 or C.4.3 applies."

It was also noted that Zoltan Pegan (HUN) had proposed a change to Hansa 303 class rule C.2.2 Optional, item (f), to clarify the use of electronic compasses. This is also relevant for Hansa 2.3 and Liberty classes.

The meeting agreed that Richard, John and Lindsay should actively follow up these rule change proposals with the Chairman of the IHCA Technical Committee.

RSm / JFi / LBU

8. Discussion about Trophies – David

a. David told us that the recent member survey prefer something different than trophies. We had a full discussion on this and the following were the main points and decisions made:

1. That the association purchase in bulk medals with ribbons for 1st, 2nd and 3rd places that carry our HCA(UK) Logo and can accommodate a plate engraved with the date and Host Club TT. These can then be made available to host clubs at cost, for use at their Hansa TTs. Ron will look into the availability and cost of this. **RSa**

b. We need the following new Perpetual Trophies:

1. Ron told us that we need to replace our UK National Championships perpetual trophies. Many of our existing trophies are full. He suggested that Lindsay and Tom work together to choose/design a trophy suitable as a National Championship Perpetual Class Trophy that will project our new branding and will have the facility to name the trophy after a sponsor. (each trophy needs to be of a size that would not overpower the average lounge. (i.e. not too large) Then to establish the cost for each individual trophy. We will need one perpetual trophy for each of the following classes. 1. The 2.3 Class. 2 The 303 One Person Class. 3. The 303 Two Person Class. 4. The Liberty Class. We would then seek sponsors for each trophy. (Steve said SSM would sponsor one trophy). **Tom and Lindsay agreed to do this and the Committee approved it and agreed to seek sponsors** when we have chosen/signed and costed the trophies **LBu/THa. then All**
2. Ron will check our redundant trophies to see if we can re-use some of them as a set of perpetual trophies for the UK Open that will run as part of our National Champs event. (see 5c and 6c above). **RSa**

9. Any other business

1. Ron proposed that Moira Campbell be co-opted to our main committee. This was seconded by Steve and unanimously agreed. **RSa**
2. Pat asked if we intended having a team to go to the Worlds. After a full discussion it was decided that we will have a formal GBR team for the 2016 Worlds - Medemblik, The Netherlands. **Richard and Lindsay will coordinate this.** It is hoped that the team will have a "team shirt" and as finances are currently tight the competitors will pay for their shirts at cost. **Richard and Lindsay will work with Steve to identify and purchase the shirts.** Steve is happy to purchase the shirts and receive payment when the money is collected from the competitors. **RSm / LBU / SSa**
3. At the conclusion of the meeting Marcus told the Committee that he was stepping down as Chairman of the Association:
 - a. His decision to do this was based on his work, and family commitments in the past year and coming year. He will continue as a Committee member, as a Trustee of the Association, a member of the Executive Sub Committee and a member of the Events Team. Marcus will

complete the work needed for our registration as a Charitable Incorporated Organisation (CIO), **listed in 3. above** The committee, through

- b. Richard, thanked Marcus for all the work he has put into the chairman and Vice chairman role.
- c. David, who was currently Vice Chair, agreed to step up to the Chairman position with immediate effect. In that role David suggested that we do not need to appoint another Vice Chair for the time being. The committee agreed this unanimously. (at the conclusion of the meeting Marcus had a handover meeting with David and Ron.)

10. Future Meetings

No future meetings have yet been set. Therefore the date and time of the next meeting will be agreed and confirmed by email to committee members.

Appendix - 1

The planned timeline for the completion of achieving our full CIO status for the Association.

Focus	Start	Finish
Circulate CIO Constitution to Trustees		1 st November 2015
Confirm Charity Number	On arrival	
Draft delegated powers	November 2015	December 2015
Final delegated powers		January 2016
Final delegated powers approved and implemented by Trustees		31 st January 2016
Draft rules and bylaws	December 2015	February 2016
Final rules and bylaws		March 2016
Draft Constitution ver.2	December 2015	February 2016
Committee to approve draft Constitution ver.2		March 2016
Final draft Constitution circulated to members for comment	March 2016	April 2016
Trustees and Committee approve New Constitution		June 2016
New constitution sent to the Charities Commission to replace the previous version		June 2016
2016 AGM – The preparation for this will be covered on a separate sheet (not tabled at this meeting)		9 th , 10 th or 11 th September 2016
Marcus Frith 28th October 2015		

Appendix - 2**Hansa Equipment Funding Estimate**

6 x Hansa 303 sailing dinghies	£35700
6 boat road trailer with hoist fixings	£2800
C Crane disabled persons hoist	£2300
Second-hand towing vehicle	£15000
Ancillary equipment	£1410
3 years running costs @ £5650 per year i.e. road tax, insurance, fuel, servicing, plus occasional driver overnight accommodation	£16950

Total £74910

Ancillary equipment

Keel hoist A frame	£285
2 x Launch trolley	£520
Trailer board	£30
Trailer Wheel clamp	£85
Tarpaulin	£50
12 x Securing straps	£100
Range of dinghy spares	£200
6 x Bailers (cut down milk cartons)	£0
6 x Sponges	£10
6 x Wind Indicators	£80
6 x pairs of Sail Covers	£300
6 x Fenders	£60
Vehicle Insurance	£900 / yr
Road Tax	£500 / yr
MOT, Servicing and Parts	£500 / yr
Fuel	£1500 / yr
Driver overnight accommodation where required	£1000 / yr
Boat and Trailer Insurance including Public Liability	£1250 / yr

Bob Scull - 28-10-2015

Appendix - 3

International Hansa Class Association Inc 2015 Annual General Meeting Conducted via Email Exchange from October 5 - 21 **MINUTES**

Attendance: AUS, CAN, FRA, GBR, HUN, IND, ITA, JPN, NED, NZL, POR, SUI, USA.

Item 1 – Previous Minutes

Moved HUN that the Minutes of the 2014 AGM be accepted. Seconded NED
In Favour: 10. Opposed: 0. Motion Carried.

Item 2 – Election of the Committee of Management

All committee positions were declared vacant and the nominations received were...

IHCA President – Russell Phillips AUS nominated by USA, seconded by NZL

IHCA Vice President Rules & Measurement – Bob Schahinger AUS nominated by NED, seconded by AUS, NZL

IHCA Vice President Championships – Bernard Porte FRA nominated by SUI, seconded by GBR

IHCA Vice President Development – Akko van der Veen NED nominated by HUN, seconded by NED, NZL

Hansa 2.3 Representative – Lindsay Burns GBR nominated by GBR, seconded by NZL, HUN

Hansa 303 Representative – Zoltan Pegan HUN nominated by NED, seconded by HUN, NZL

Liberty Representative - Hanneke Deenen NED nominated by HUN, seconded by AUS, NED, NZL

SKUD 18 Representative – Tim Dempsey NZL nominated by AUS, seconded by NZL

IHCA General Committee – Vera Voorbach NED nominated by NED, seconded by NZL

IHCA General Committee – Richard Smallwood GBR nominated by NED, seconded by NZL, HUN

IHCA General Committee – John Figgures GBR Nominated by GBR, seconded by NZL, HUN

IHCA General Committee – Kazuaki Kaido JPN nominated by AUS, seconded by GBR

IHCA Treasurer - Jackie Kay nominated by HUN, seconded by AUS, NED, NZL

IHCA Secretary – David Staley AUS nominated by HUN, seconded by NED, AUS, NZL

Nominations for all positions were seconded and there were no outstanding vacancies. As such, all nominees were elected to the committee for the 2015-2016 year. Congratulations to all and many thanks for offering your time to benefit the IHCA.

Item 3 – Rules of Incorporation and By-Laws

No Discussion

4. Rules & Measurement:

a) To discuss Hansa 2.3, 303 & Liberty Class Rules – The report of Vice President Rules & Measurement Bob Schahinger was circulated.

b) To discuss SKUD 18 Class Rules – The report of SKUD 18 Representative Tim Dempsey was circulated.

c) To discuss the development of International and National Measurers – Included in 4a.

Moved AUS that:

1) *The Technical Committee review the Class Rules for the 2.3, 303 & Liberty over the next 4 months with a view to developing recommended amendments taking into account suggestions and comments made from the emails from the NHCA's in this AGM*

2) *Proposal/s be circulated to the NHCAs for review and comment*

3) *Further changes be made as appropriate*

4) *The proposed revised rules be forwarded to ISAF for comment / approval by end of February 2016 for 1 April publication and 1 May implementation*

5) *The SKUD 18 Class Rules be reviewed in the period following the 2016 Paralympic Sailing Competition*

Seconded by SUI.

In Favour: 9. Opposed: 0. Motion Carried.

5. Championships & Events:

- a) Reports on 2015 National Championships - Championship Reports provided by AUS, NZL, POR, HUN, SUI, JPN, NED & GBR.
- b) Report on the 2015 European Championships – Championship Report provided by GBR
- c) Dates for 2016 National Championships - AUS, NZL, POR, HUN, NED & GBR provided 2016 Championship Dates and Venue information
- d) Report of 2016 World & International Championships – The Notice of Race for the 2016 Worlds was circulated.
- f) Update on INAS / IFDS Championships – A Report was circulated
- i) Future program of World, Continental & International Championships – The report of Vice President Championships Bernard Porte was circulated.
- j) IHCA Championships Guidelines – The report of Vice President Championships Bernard Porte was circulated.

6. Class Reports

- a) Hansa 2.3 Representative - Report was circulated.
- b) Hansa 303 Representative - Report was circulated.
- c) Liberty Representative - Report was circulated.
- d) SKUD 18 Committee - Report was circulated.

7. National Hansa Class Association Reports

- a) CAN, NED, HUN, NZL & GBR provided a brief report on progress in their countries.

8. Finance Report

- a) Financial Reports were circulated
- b) Royalties & Distribution information was included in the Financial Reports
- c) Fees for 2016-17

Moved Treasurer Jackie Kay that a) the Finance Report be accepted and b) the Membership Fees for 2016-17 remain the same.

Seconded HUN.

In Favour: 11. Opposed: 0. Motion Carried.

9. Development, Marketing & Communications

- a) Progress Report – Vice President Development – Akko van der Veen circulated a report about the ISAF Paralympic Development Program.

10. General Business

- a) There was no General Business.
