

**Draft NSOA General Meeting 28<sup>th</sup> October 2013**  
**Held in the Naval Club, London**

**ATTENDANCE**

Steve Warren Smith, David Wines, Pete Richards, Ian Waite, Paul Withers, Fran Blackburn, Malcolm Blackburn and Jill Fleming

**APOLOGIES**

Chris Stonehouse, Chris Rickman, Andrea Holland, Jenny Riley, Eddie Harper, Duncan Grindley, Gerard Dyson, Tony Saltonstall, Sean Clarkson, Lou Bibby, Brian Pettit and Ricky East

**QUORUM**

It was established, in consultation with the rules, that, despite the weather that prevented so many attending the meeting, we had a quorum and the meeting would proceed.

**MINUTES OF LAST MEETING HELD MAY 13<sup>th</sup> 2013**

Adoption of the minutes of the last meeting was proposed by Malcolm and seconded by Jill

**HON CHAIRMAN'S REPORT**

*2013 has been a great year for sailing weather throughout the country and has been enjoyed by Squib sailors all over the British Isles. I took over as NSOA Class Chairman from Jenny Riley at the AGM at the Nationals, so well hosted again by SCYC at Abersoch. While numbers were a little down, at 65, with no boats from the Holyhead fleet and only 2 from Ireland, it was good to crown a new name and worthy winner as National Champion in Mike and James Budd sailing a brand new Parker Squib. The 8-race format was used again, although with one day lost to bad weather this meant most days had 2 races sailed. This, and the longevity of sail cloth, particularly in the jibs, caused lively debate in the forum after the AGM. There will be more comment on this matter later in my report.*

*From my own perspective, Cowes Week was a great success for the Class. Again, we were one of the larger fleets at the event with 25 boats competing, and are well deserving of our own start line. The winners, for the third year in succession, were Malcolm Hutchings and Andy Ramsey in Lady Penelope and they not only won their Class, but White Group and Cowes Week overall which was a superb achievement in a fleet of almost 1000 boats.*

*The Inlands were hosted as always by Rutland Sailing Club who put on a good show as ever, although again numbers were down on previous years at 35. It was felt that this might have been due to the proximity in the calendar of the ever-popular South Coasts at Weymouth. The Inlands were won by Malcolm Hutchings and Andy Ramsey in Lady Penelope. Also at the Inlands the technical Committee had a productive meeting, with all the sail makers represented, discussing future possibilities in sail development and other issues, and a*

*concept suit provided by Hyde was raced on the first day in 3 races to help continue discussion and debate on the subject.*

*After picking up a bit of e-mail traffic regarding our builder, Parkers of Boston, I travelled there myself to meet Bruce Parker and see his operation and be able to speak from first-hand on the issues raised. I was impressed by the operation Bruce has, of the quality of the new hull that was being collected and the condition of the moulds being used. However the keel pattern has been modified and in my opinion was no longer legal to be used, which is of concern to the Class. So far only 2 boats have been built this year, and no keels have been made with the newly altered pattern.*

*It was becoming apparent to me in my first few months as Class Chairman that there are a number of issues presently causing interest and debate within the Class, but I feel it is essential to concentrate on the important ones first and only to move on when these have been resolved. Accordingly, I would like to focus our attentions on the following four areas.*

*1) Resolving our issues with the Class Builder.*

*2) Working with our sail makers on the development of our sails, to take advantage of technological developments in materials and manufacturing methods and so providing longer life and best value while modernising the image of the Squib as it approaches it's 50<sup>th</sup> birthday.*

*3) Formalise our measurement structure and provide a useable, transparent, reliable and simple framework for our members to ensure we remain a tight, One Design Class.*

*4) Develop strategies and plans for future marketing campaigns, building on the strengths of the Class and keep it in the forefront of National keelboat racing.*

*With these items in mind I met with our mentors and overseers at the RYA on 22 October and had a very productive two hours discussing them with Bas Edmonds and Andy Wybra at the Hamble. They were helpful and supportive of all our efforts within the NSOA to run and promote this fantastic Class. On the above subjects, the following is a condensed report of what was covered.*

*1) Builders. The RYA were concerned by our builders' claim to be able to build the fastest Squib with new keel shape and reduced weights in the ends of the boat. These are obviously outside the Class rules, and they are going to inspect Parkers on the 31<sup>st</sup> October and report back to us. While there they will also check and establish our ownership of all moulds and patterns, and have, matching our own archives, a comprehensive paper trail to achieve this important task.*

*2) Sails. Again they were puzzled by recent advertising material from one of our sail makers showing the development suit used at the Inlands. I explained what the aim had been and they were very supportive of our intentions, and would be behind anything voted through by our members in the future, while stressing the*

*advantage of moving ahead through evolution rather than revolution.*

- 3) *Measuring. I was informed that there are 3 types of these; Sail, Full and Maintenance measurers. A) Sail measuring is done at the sail makers now, and with a network of over 50 on the RYA list of approved sail measurers, any of these can measure Squib sails. B) Full measurer. Only one would be needed, ideally located geographically near our builder in Boston and finisher in Bridlington, to measure boats as they are built. The RYA would identify one, possibly in the Humber area. C) Maintenance measurer. These would be more of our responsibility, taking care of renewable items such as floors, tanks, spars, repairs and weight changes. It was suggested that we identify a syllabus of what we consider these key aspects are, and they will create a course for the future maintenance measurers to complete, with the idea of having these scattered in the geographical areas of Squib sailing.*
- 4) *Marketing. It was explained to me that it is unlikely to expect an RYA stand at the dinghy show for all National Classes, but they would help with banners and flags showing our status as such and include us in any marketing plans they have for these classes. Of interest on this subject, the RYA are appointing a keelboat manager with a similar brief to the successful Olympic pathway currently in place, with the aim of developing youth sailors from small keelboats to offshore racing, and it was felt that we could benefit from this strategy. The new appointment is being unveiled in November.*

*I am appreciative of all the time that you as members of the NSOA put into the Class, for all the voluntary work done by the Class Captains and helpers of all the fleets around Britain and Ireland, for the support and input of the Technical and Championship subcommittees and look forward to working with you all during a winter of off-water activity adding to the enjoyment of next seasons sailing.*

#### **HON. TREASURERS REPORT**

Steve provided an outline of the report in the absence of Chris Rickman.

- Accounts are in good health but the subs are down
- Propose moving to electronic banking
- Producing Squibble is a major cost
- Advertising from Squibble is down partially due to no longer providing a handbook and partially due to ads from the last Squibble remaining unpaid.
- Pete Richards was thanked for all his efforts as he steps down from Advertising Manager in favour of Eddie Harper.
- A marketing sub committee is needed
- Jill gave Fran £30 for M M's sub (DLSF) to be given to Andrea

- The Treasurer strongly recommends that the subscriptions be increased. This is to be discussed at the next meeting.

## **HON. MEMBERSHIP SECRETARY'S REPORT**

### *STATISTICS:*

*There are currently 416 Full members and 74 Associate members. We recently had an influx of Irish members paying this year's subscriptions as Derek Jago had requested an up to date list of Irish members for their EGM held on 19<sup>th</sup> October to adopt a set of rules for the management of the class in Ireland. He also sent me a very useful spreadsheet of Irish members which he will try to keep up to date. He says there are about 20 Squibs in Glandore and not one a member of the Association and he is trying to address this issue.*

*More members are paying by Direct Transfer, would it be possible for me to check the bank account online to see if payments have been received rather than wait until the end of the month?*

### *CO-OWNERSHIP:*

*There is still confusion with members regarding helming in Open events as a co-owner. This has come to light during the South Coast Championships and the Inlands this year when helms claimed they were a full member when, in fact, they were only a named co-owner. How can we address this misunderstanding?*

### *DATABASE:*

*We have had previous discussions on a new database and as Pete is having trouble extracting member's details for the revised handbook, this is now crucial. Fran and I have had a meeting to discuss our needs and she has produced a summary of requirements which have been sent to all committee members. Fran is liaising with Sean to see which is the best option for us.*

In Andrea's absence Fran reported:-

Propose that the membership Database be put on line with a link to the NSOA database. This would enable everyone to see and would greatly assist those running events to check eligibility, without asking Andrea for a list each time.

It was proposed by Steve and seconded by David that we adopt this proposal to make the membership database available online.

- Andrea to lead this initiative
- Envisaged programme – see at end of minutes
- Paul recommended that Ian Jones be requested to provide input as he has expertise in this area.

- Webcollect is a possible programme that can do this
- Ownership annual costs of a web database to be advised
- Sean to present a proposal in the next few weeks.
- Aim to have it up and running by January 2015
- We need to modify the constitution at an AGM to simplify membership rules

#### Benefits

- Simplify membership voting rights by giving votes to those who have paid
- Simplify entries at regattas
- Reduce costs of printing and postage by no longer requiring boat stickers to be displayed on hulls. This would require deletion of Class Rule B3.
- Membership can update their details and pay online
- No outdated standing orders

### **CLASS MEASURERS**

Malcolm reported there are 3 types of measurers.

- Full measurer
- Maintenance measurer – for small changes e.g. replacement floor, boat weight
- Sail measurer

It is understood that due to being a National Class all measurers have to be members of RYA, do RYA course and pay an annual fee to retain their status.

- Jill highlighted that there is no measurer in Ireland.
- Malcolm is to talk to Hyde about having their sails supplied pre measured.
- The technical committee is to negotiate with the RYA to find a solution to a lack of Irish measurers as they have interested people who are members of the ISA and not the RYA.
- The NSOA need a Full Measurer in UK and in Ireland
- It should be up to the NSOA to approve people to become measurers
- A specification for full and maintenance measurers and timeline are needed

### **TECHNICAL SUB COMMITTEE**

#### **Sails**

*At the AGM Abersoch there was disquiet in some camps about the thorny issue of life of the jib.*

*Ironically before the AGM the Tech committee met and thought the 2013 cloth was good and life of the jib fine. However on more in-depth investigation there does appear to be some justification.*

*Nigel Grogan made suggestions at the AGM, but later his main Technical man made different suggestions, which in fact turned out to be similar to that of our other sailmakers.*

*It boiled down to the trial several years ago and the option of Polykote rather than Polypreg (our current).*

*The issues with Polykote were :-*

- 1) It will marble more and be more easily damaged*
- 2) At the time of the trial one sailmaker thought it would be difficult to make a mainsail out of Polykote that was as fast as Polypreg. (The thinking now is that is not the case.*
- 3) We cannot split the volume between Polykote and polypreg.*
- 4) It did last better than the polypreg, but looked damaged for most of its life. However to be frank after 1 seasons use would never have been deemed good enough to use at the champs the following year.*

*We did not change several years ago mainly because Contender agreed to make the cloth towards the stiff end of the tolerance band, and be more careful with the manufacturing process. To this end we and the Sailmakers feel they have made much better cloth than several years ago.*

*The Technical committee investigated the possibility of changing to Polykote for 2014. Firstly we found that Contender had very recently changed their dying process and this now resulted in better adhesion of the finish and a more consistent stiff cloth. Not as stiff as Polykote, but some way towards. A sample was looked at at Rutland. Contender think they have gone a long way to making jibs last longer, but we will only know after 2014.*

*Nigel Grogan (Hyde) brought "His Vision" for the future Squib to Rutland. It had non brown cloth!!!! This is part of a longer term think about the future of the Squib. The sails were technically "more advanced". The jib made of Dacron fully battened. A Film laminate in Black for the main. These were demoed at Rutland and gave a lot of food for thought. In reality this is more about re-branding and modern image than longevity of the sails. Not really a Technical committee issue, but one for the whole NSOA committee.*

#### **Foam Core**

*Although marine ply is becoming difficult to obtain it was decide not to pursue foam core due to disadvantages of being lighter and insufficiently strong for fixing floor blocks.*

#### **Keels**

*At the moment nothing is happening. Parkers changed the keel profile without consultation with the NSOA so it is illegal. No boats have been built with this profile or will be.*

#### **The Builder**

*Bruce Parker ceased trading 25.10.2013. The committee were very concerned regarding the security of the moulds and patterns therefore a call was made to Tony Saltonstall, from the meeting, urgently requesting that he action retrieving the keel, deck and hull moulds, plugs, patterns and templates immediately. Tony has worked closely with Bruce over past years. The RYA offered assistance.*

The committee agreed that all costs of collection would be met by the NSOA as these are the most valuable assets of the class. Confirmation of our ownership is in the minutes of 4<sup>th</sup> July 1994. Malcolm is to confirm to Tony in writing.

So far we believe no fees have been paid for the last two boats that Tony Saltonstall has in stock.

We need a boat builder who will build and fit out a boat to a high standard, does not change the moulds, with sufficient marketing and building clout to support our class in its one design

Huge thanks to the Technical Committee for their continued hard work

### **CHAMPIONSHIP SUB COMMITTEE**

In absentia it was reported that Jenny is proposing ½ price entry for Oulton Broads and youth sailors <25 in Lowestoft 2014 and a fee of £195 for the National Championship.

Discussing the Championship Format, it had not been agreed to adopt the 8 race format for all future national championships. As a result it was decided that the relevant section of the Championship Blueprint (now to be renamed "Guidelines") should be amended to reflect that the format for the National Championship should be a "series of 6 to 8 races". After checking the Championship Blueprint for wording it was decided that it was too prescriptive. It should allow host clubs to work with guidelines instead of a Blueprint and choose what suits the club and venue.

2014 Lowestoft

2015 Howth

2016 Weymouth

2017 Seaview IOW have applied. Largs should be sent a questionnaire. Torquay have applied but we need to ensure the bid is still valid.

Paul Withers suggested Falmouth as a possible venue for future National Championships. A prime reason for this being there are four or five clubs in the Fal Estuary and Helford River with suitable mooring facilities, racing programmes and membership age profiles. Holding the Nationals there may provide the stimulus for the class to become established in that area. As a result of informal discussions with Royal Cornwall YC officers it has been established the club would be willing to host the event. RCYC has an excellent race management and organisational team. There are logistic issues requiring addressing. It was suggested that either we hold a Southern there first or attend Falmouth Week. A concern was that as area championship would not be well attended due to the travel distance involved for a two day event and therefore may not be viable for the host club. A failure of such an event would be counter productive with regard to getting a Squib fleet established in this new location.

## **DINGHY SHOW**

The RYA are not supplying a stand for the National Classes. It was decided we do not have the funds for a stand at the dinghy show in 2014. We could provide promotional material and people in conjunction with either Hyde or Holt stands subject to negotiation with them. Many thanks to Ricky and Jenny for all their hard work.

**SQUIB 50<sup>th</sup> 2018** - We reserve this celebration for an NSOA initiative

## **IRISH FORUM**

The recently ratified ISF Rules and ISF Recommendations for running a Championship were circulated to the committee prior to the meeting.

*Keel – It is very strongly felt, by the Irish fleets, that the keel should have a full set of measurements and templates. It needs to be really well thought out. The proposal is:-*

- *Choose an old boat with an original keel.*
- *Make a full set of templates (port and starboard) (probably at five levels) of the whole keel, bulb, leading and trailing edges to be made out of aluminium and held by the local measurer and used. The bulb too is hugely important, not just the top of the trailing edge. Minimum thickness in the flat plate part of the keel (above the bulb) is also really important. Use this keel to build the templates and then have each fleet buy a set of templates from one master builder.*
- *Then to check compliance you are either:*
  - *Case 1. With the templates correctly positioned if your keel fits inside the template without touching the template, your keel doesn't measure.*
  - *Case 2. If the templates are too small for your keel then you are legal and further more you are authorised to modify your keel as much as you want until Case 1 is not quite met.*

Costs of creating templates and a proposal for implementation were requested. The chairman stated it was the right time to tighten up on rules and thanked the Irish for their input.

Can meetings be held earlier to enable a return flight on the day and/or an alternative method e.g. video conferencing, due to cost of attendance for the Irish fleets. The earliest is 2pm to enable representatives to arrive by train. Dinner after the meeting is considered an essential part of networking.

## **AOB**

Tony Saltonstall has title of Hon. Technical Adviser

The meeting closed 19.20pm

Next meeting 2pm Monday 10th March in The Naval Club, London

# Squib Membership Database

*The proposal is to host the database on-line and make it available via the NSOA website.*

## ***Who will use it?***

<b><i>Who</i></b>	<b><i>Access Requirements</i></b>
<i>Membership Secretary</i>	<i>Full access</i>
<i>Treasurer</i>	<i>View payments?</i>
<i>Fleet captains</i>	<i>View Fleet Membership</i>
<i>Event Organisers</i>	<i>Check membership status of competitors &amp; boats</i>
<i>Individual Member</i>	<i>Update own details View other members (instead of handbook) E-mail other members?</i>
<i>New Member</i>	<i>On-line joining (new facility)</i>
<i>Administrator</i>	<i>Full Access</i>
<i>Any Others?</i>	

## ***Possible Software Solutions***

*We need to start looking at the various options and their respective costs and we need Sean's help for this. Other Associations have been contacted to see what they use but no response yet. When you do a Google search there are lots of different offerings out there.*

*Options identified so far:-*

- Webcollect - SCYC have migrated their membership database onto this recently, looks like costs to NSOA for this would be in the region of £400 p.a.*
- Groupspaces £12.99 per month*
- Bespoke system as per developed by Weymouth SC*

## ***Questions***

*If a full member owns more than 1 boat should they get a sticker for each boat?*

*Do we want to record non-paying Co-Owners, they have no real status within NSOA?*

*Are there any Data Protection Issues with allowing on-line access?*

*Can we get Data Extraction to work from the existing database to use to migrate to the new platform?*

*What will we do about back-up?*

*Why do we need boat stickers, they cost best part of £200 to print plus the postage to send them out? If payment status can be viewed on line then you can check boat status without needing a sticker.*

*Why do we restrict voting membership to boat owners? It might be simpler to just have one type of membership and get boat owners to pay extra to register the boat for racing but this would need changes to the constitution*

## ***Functional Requirements***

<b><i>Function</i></b>	<b><i>Additional Detail</i></b>
<i>Maintain list of members</i>	<i>By type and payment status</i>
<i>Maintain list of Boats</i>	<i>Details Status (paid/ unpaid) Status of certificate (valid/invalid)</i>
<i>Maintain list of Clubs</i>	
<i>List of Fleet Captains</i>	
<i>List of Committee Members</i>	
<i>Create and amend standard letters</i>	<i>Welcome letter (full or associate) Standing Order form Compliments slips for boat stickers Letter to old boat owner Letter to new boat owner Payment reminder (current year) Subs not paid (previous year)</i>
<i>Create &amp; Amend labels</i>	
<i>E-mail</i>	<i>Single member Block of members e.g. fleet captains Subs reminders</i>
<i>Reports</i>	<i>Fleet statistics Others?</i>
<i>Produce mailing lists</i>	<i>For Squibble (in what format?) For boat labels</i>
<i>Process change of Boat ownership</i>	<i>Notified by old owner Notified by new owner</i>
<i>On Line Queries</i>	<i>List of paid up voting members List of paid-up helming members List of unpaid members List of Irish members List of Club members Payment amounts by membership type</i>
<i>On line Joining</i>	<i>Trigger to membership secretary for mail shot – email? Standing order mandate printing Need to sort out financial aspects</i>
<i>On line Payment</i>	
<i>On line amendment of personal details</i>	
<i>Register payment details</i>	<i>Cheque receipts, multiple or single members Standing orders/ Direct credits</i>
<i>Change subscription levels</i>	
<i>Mail Shot Triggers (Automatic)</i>	<i>New member joining on-line Change of Boat Ownership notified on-line</i>

<b><i>Function</i></b>	<b><i>Additional Detail</i></b>
<i>Mail Shot Triggers (Manual)</i>	<i>New member joining by post, phone or e-mail Boat sales notified by post, phone or e-mail</i>
<i>Held on-line</i>	<i>Ideally module within NSOA website</i>
<i>Migration</i>	<i>Automated from existing MS Access Database, need to retain existing membership number as its used as a reference number for payments</i>