

Supernova Association AGM Saturday 15th September 2018

The ANNUAL GENERAL MEETING of the Supernova Class Association will take place on Saturday 15th September 2018 after racing (no earlier than 5:30pm) at:

Blithfield Sailing Club, Blithfield Reservoir, Waters Lane, Abbots Bromley, Staffordshire, WS15 3DU

Any items for AoB (Any other Business) should be notified to The Secretary no later than midnight on Saturday 8th September 2018. In the event that no items for AOB (Any other Business) have been received, items not on the agenda *may* be brought up at the meeting and discussed at the Chairman's discretion. However, it is unlikely that any voting on them would take place due to inadequate time for proper consideration.

The minutes for the 2017 AGM are available for download on the Supernova Association Website (Association section - AGM).

AGENDA Annual General Meeting 2018

1. Apologies for absence
2. Minutes of the 2017 AGM
3. Matters Arising
 - Updates to Constitution and Rules
4. Event Co-ordinator's report
5. Treasurer's Report
6. Technical Advisor's Report
 - Feedback on Tapered batten sets
 - Supply of sails from HB without battens
7. Chairman's Report
8. Builder's report
9. Secretary's Report
10. Amendment to Committee structure and Volunteers
11. Election of Committee Members and Volunteers
12. Any Other Business (see Appendix 1)

Election of Committee Members and Volunteers (current Committee in parentheses)

Chairman (Chris Hawley), Secretary (Pete Bingham), Treasurer (Ian Casewell), Event Coordinator (Tony Bleasdale), Technical Manager (Cliff Milliner – standing down).

We will be electing the 5 core Committee roles for the coming year. **Nominations are required for the Committee roles of Technical Manager or Secretary**

The roles of Publicity Officer, Website Manager (Gary Cottam), and the new Nationals Coordinator are now non-Committee volunteer roles. **Nominations are required for the volunteer role of Publicity Officer and Nationals Co-ordinator.** A prior nomination has been received for the Nationals co-ordinator role

A summary of the roles requiring nominations is shown in Appendix 2.

Any member wishing to nominate a person for election as an Officer or Committee Member should note that the nomination requires seconding by another member **and** signing by the nominee in order to be valid, but due to the far flung nature of the class we will permit seconding and Nominees signature to be taken on the day.

A form for Committee nominations is attached in Appendix 3, which should be returned to Pete Bingham by midnight on 8 September 2018 by email (email secretary@supernovadinghy.org).

APPENDIX 1

ANY OTHER BUSINESS ITEMS

Update from the Chairman on member feedback

Summary of feedback received as part of recent member survey.

Deadline for submissions 8 September 2018

APPENDIX 2

SUPERNOVA CLASS COMMITTEE - Summary of Roles required:

Secretary

The secretary is very organised person with excellent attention to detail.

The main role is to provide effective communications to members on behalf of the Committee, by email, using the updated Association membership list as the main source of contacts. The Secretary will also review the accuracy of the membership list from time to time from other sources, particularly the accuracy of boat ownership and members' email addresses.

Additionally, the secretary will maintain the master boat register and obtain information from the Builders on new boat registrations. Part of this activity involves monitoring boat owner sales where possible to keep the master boat register up to date.

The secretary will respond to general enquiries originating from the website from both members and the general public and will often be the main point of contact for members, particularly new members. The secretary maintains a role in managing the website forum (for example, moderation duties).

The secretary needs to be computer literate to ensure efficient communications with members as well as extracting information from the Association Website.

Technical Manager

The Technical manager has excellent attention to detail and understanding of the working components of the Supernova.

The main roles include working with members to make improvements to minor components of the Supernova to improve the sailing experience. This includes actively seeking feedback from members and examining any refinements from members.

The role also includes liaising with Hartley Boats regarding variation of major components and testing on behalf of the Association (for example changes to the sail material). This will include seeking views from the Committee and key strategic members of the Association.

The technical manager should hold regular conversations with Hartley Boats to feedback on developments and understand planned changes. This will also be an opportunity to feedback on any quality issues on the Supernova identified by members.

Publicity Officer (non Committee role)

The publicity officer needs to be someone who is motivated to improve the external image of the Supernova.

The key roles include updating Facebook, the Association Website and being the channel of information going to Yachts and Yachting - making sure our sponsors get the credit they deserve. The publicity officer often reviews race reports from host clubs, processes photos and writes (or delegates) reports/build up for our Championship events. The publicity officer "owns" the Association You Tube channel and photo/media collection.

With the assistance of the Committee members (principally the Chairman) the publicity officer would be one of the principal contacts for any sponsors we have through the year.

Nationals Organiser (non Committee role)

The nationals organiser needs to be someone who is exceptionally well organised and has a huge amount of energy and passion for the event. Once the venue has been booked they will be the main contact with the host club to organise all of the event logistics. They will also be responsible for the prizes, entry items (e.g. t-shirts) and social events during the nationals.

The intention is that this role runs for 2 or 3 years, with overlap – i.e. one year you support the nationals organiser then the following year you lead with a trainee if appropriate.

APPENDIX 3

SUPERNOVA CLASS COMMITTEE NOMINATION FORM

Please print CLEARLY

I _____(member's name)

hereby nominate _____(nominee's name)

for election as _____

signed _____dated _____

I _____(seconder's name)

hereby second the above nomination

signed _____dated _____

Nominees signature of agreement to the above _____