

MHYC - Issues/Tasks Identified for Action

MHyc WorkListLocation 29thMay2012

May, 2012

Location	Classification	Task	Lead	Team	Comment	Priority
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Back Garden	Tidy	Back garden next to rigging deck needs to be cleaned, grass cut, etc		E	Whipper snipper and roundup needed	
Back of Club	For Consideration	Look to charge rental on container space	Scott			
Back of Club	For Consideration	Place an article in eNews to see if anyone has a 20ft container they would like to donate to the Club	Scott	E		
Back of Club	Tart Up	2 broken windows to be fixed	Alister to arrange	E	Glazier needed	
Back of Club	Tidy	Clean up back and side of Club including the windows		E	Pressure wash	Rubbish to be thrown away and Club dinghies to be cleaned and placed on rigging deck
Breezeway	Tart Up	Concrete floor over sand /pebble section at entry		E,	Sean is expert ??	
Breezeway	Tart Up	Piece of missing panel on the fascia to be fixed	Bob Markie? Can u ?	E		
Breezeway	Tidy	Flying Fish locker to be moved to back of Club	Alister	E	new location identified, toe rail on DRD needs to be removed first	
Club	For Consideration	Think about including a building levy for specific projects				
Club	For Consideration	Write up policy for standard of function decor	Scott		Particular mention that any decorations put up must not damage any part of the Club. Decor must be pulled down within x hours.	
Commodores Room	Tidy	Clean up room	Julie			
Front Gardens	Tart Up	Change lights in garden	Lindsay	E		
Front Gardens	Tart Up	Paint anchor	Richard Hurley			
Front Gardens	Tidy	Tidy up gardens		E		
Front Lobby	Tidy	All cables to be placed into cable tubes	Lindsay	E	Cords hanging in front window	
Hallway (next to ladies bathroom)	Tidy	Historic photos - move or provide sun shade to stop deteriorating	Julie and Charo		Query looking at restoring, reframing and placing in the top stair landing or Commodores Room	
Harbour View Room	Long Term Fix	Refurbish			F&B Committee & Scott working on a proposal	
Harbour View Room	Tart Up	Varnish/re-stain dance floor				

Harbour View Room	Tidy	Bar - Back are of bar to be cleaned up - standard as to presentation and 'look' to be written up	Scott			
Harbour View Room	Tidy	Tidy up presentation of half models - look to add more models		E		
Harbour View Room	Tidy	Good clean required of fans, joists - all wiring to go into cable tubes				
Harbour View Room	Tidy	Locks on veranda doors to be fixed		E	Lindsay has plans	
Harbour View Room	Tidy	Move the lounges into the Members Room			Suggested that lounges make area more social	
Harbour View Room	Tidy	Review all tables and chairs - clean good chairs and tables, throw away damaged items which cannot be repaired				
Harbour View Room	repair	Lights in ladies toilet need replacing			globesIn office	
Harbour View Room	repair	Bar fridge door wont close, uses power	Lindsay		has ordered hinge	
Junior Sailing Room	Tidy	Clean and sort window display	Carl / Alister	E	Alister to arrange?	All windows should use the same display system as Flying Fish
Members Room	Tidy	Replace broken shelf on trophy cabinet		E		
Members Room	Tidy	Send SHR trophies to winners	Alistair		Winners to take trophies for one year then bring back. A good record needs to be established of who has what trophy	

Members Room	Tidy	Stainless steel cupboard to be sold		E		
Members Room	Tidy	Commodore pictures to be completed			Note Scott has pictures just need to be framed	
Members Room	Acquire	Trophy cabinet/s to replace shelves		E (second Hand?)		
Members Room	Tidy	Members Room to be cleaned up - consider trophies for display (currently too many), pictures on wall and etc	Charo / Mike McEvoy		Sort pictures - move pictures identified as not belonging in the room - Members Only sign to be placed above door	
Office	Tart Up	Clean up office, get quote for aircon, shelves and look in auction houses for workstations	Scott/Charo			Urgent
Post Mix Room	Tidy	Clean room and throw away redundant gear		E discuss with Michel / Nick		
Quarter Deck	Long Term Fix	Fix roof - entry from QD to Harbour View Room			Query taking the roof to align with veranda beam	
Quarter deck	Urgent	Another leak in storage room at back of QD	Roofer Rod- Help Plse			
Quarter Deck	Long Term Fix	Guttering and fascia - needs to be repaired and painted in the next twelve months				
Quarter Deck	Tart Up	Roof to be repaired		Urgent. Roofers recomendation coming		Urgent
Quarter Deck	Tart Up	Window damaged by leak to be repaired		E Bob Markie plse advise		Urgent
Quarter Deck	Tart Up	Paint Starter Box and fix ladder			Quote to be obtained	Urgent
Quarter Deck	Tart Up	Paint fascia				
Quarter Deck	Tart Up	Outdoor furniture to be reupholstered	Jack		Obtain quotes Jade Upholstery?	
Quarter Deck	Tart Up	Paint ramp and door leading to QD		? Paint will always wear, varnished already	advice needed	
Quarter Deck	Tidy	Clean up access way to fire stairs next to bar			all done except for sign !! Move sign to ??	
Quarter Deck	Tidy	Add shelves to storage room				
Quarter Deck	Tidy	Clean air con		E		
Quarter Deck	Tidy	Bird proof under the starter box		E		
Quarter Deck	Tidy	Get rid of rusted piping in side of Starter Box		E		
Quarter Deck	Tidy	Place feet and plate under all plant containers		E		
Quarter Deck	repair	3 blinds need repair		E	check out, supplier is friend	
Quarter Deck	Tidy	Place metal trolley in storage		E		
Rigging Deck	Tart Up	Build three new racks with wheels for Opti's		E Alister?	Materials ordered by Alister	
Rigging Deck	Tart Up	Check do we need a fence for safety (BCA)		Alister has quote coming		
Rigging Deck	Tidy	Clean up back fence behind dinghy rack		E	needs whipper snipper and roundup	
Rigging Deck	Tidy	Tidy up deck, and clean Club Boats			Once boats are clean, let members know that they can book these for a sail. Issue, boats will often be damaged	
Sand Bar	Long Term Fix	Sand Bar deck		waiting on advice	designer advice coming - Membership think tank critical of Sandbar lack of appeal	
Sand Bar	Tart Up	Paint Sand Bar Deck		" "	Waiting on advice - Batte ship Grey!!	
Sand Bar	Tart Up	All tenant signage's to be consistent - white background	Alana		Source quotes - choose best and find out name of company. Note background of signs to be white	
Sand Bar	Tart Up	All doors to tenancies to be painted white		?		
Sand Bar	Tart Up	Timber edges at bottom of doors to be painted white		e ?		
Sand Bar	Tart Up	Replace Speakers				
Sand Bar	Tart Up	Stainless panel in the Sand Bar next to kitchen		E	??Stainless steel has issues too. Passage way opened up, plan to paint regularly	
Sand Bar	Tidy	All cables to be placed into cable tubes	Lindsay	E	TV cords particularly bad	
Sand Bar	Tidy	Take down all hooks and sundry old decorations		E		
Sand Bar Awning		Awning leaks, few holes and stitching			Repair Options ?? Quote from supplier	
Sand Bar Door	Lock on Sth side door needs replacing		Alister			

Side of Club	Long Term Fix	Paint side and back of Club			
Side of Club	Long Term Fix	Old gear/plant on top of roof needs to be demolished and thrown away			
Side of Club	Tidy	Place a fence or divider up to hide all the rubbish bins			
Side of Club	Tidy	Clean up outside Cala Luna back door			
Side of Club	Tidy	Clean up Service entrance			
Side Passage (Office)	Tidy	Put up shelves and clean up	Scott	E	
Starter Box	Long Term Fix	Refurbish Starter Bar			
Veranda	Long Term Fix	Veranda door colours to be considered in the concept design of the Harbour View Room	Designer advice coming		
Veranda	Tart Up	Speakers to be cleaned or replaced	Dave Bull advice plse		
Veranda	Tidy	Walls facing the veranda have mould - need to be cleaned		E Pressure wash	
Veranda - HV Room	Tart Up	Consider moving the barbeque			Making a mess and not a good utilisation of space
Veranda - HV Room	Tart Up	Paint doors facing veranda black			Note that Scott would like to include this in the refurbishment proposal
Veranda - HV Room	Tart Up	Speakers need to be cleaned or replaced	Dave Bull advice plse		
Veranda - HV Room	Tidy	Remove string in veranda - next to the barbeque		E	
Verandah Clears	repair	Repairs needed - examine and obtain quote			
Veranda - HV Room	Tidy	Move historic block to place identified			Move to beam above the stairwell - query use black chain/line and big bolt
Dinghy Rigging Deck	Fence to A-Arm gate	Fence to A Arm gate , down for Access Games		E Urgent	
Dinghy Rigging Deck	Security fence for A Arm	Order plastic shielding and spiky edge for existing fence		E coordinate with Alister	
Marina Maintenance	Maintenance	List Tasks required''		E Chris Deane	
Marina Dredging	Maintenance	Recruit team and resume dredging		E	
Junior Sailing Room	equip	2 Workstations are required, Can any one help??			
COMPLETED TASKS					
Back entrance to Quarter Deck	Tidy	Remove 2 coffee machineS under steps		E	Disposed of
Back entrance to Quarter Deck	Tidy	Throw away red chairs		E	
Front Gardens	Tidy	Replace ashtray	Lindsay		New wall ashtrey installed by Lindsay
Harbour View Room	Tidy	Ladies bathroom door needs to be fixed	Lindsay	E URGENT	Change the closure widget at the same time
Harbour View Room	Tart Up	Door to kitchen needs to be fixed		Fixed by Lindsay	
Quarter Deck	Tidy	Clean up storage room		E	
Quarter Deck	Tidy	Storage room, Round tables are used - tidy room		E	Was suggested to give round tables to Michel and he to store elsa dispose, however the club uses them.Tidied
Quarter Deck	Tidy	Throw away old heater under starter box		E	
Sand Bar	Tidy	Get rid of wooden serving table	Gordon	E	
Sand Bar	Tidy	Peters' ice Cream Container			See what else is available - get rid of sign. Sign gone, large unit used for deep freeze too
Sand Bar	Tidy	Move Peters ice cream container/cabinet	Richard		Move towards corner to give better access to Bar
Sand Bar	Tidy	Move display fridge and place in storage		E	Unit is used for functions, moved to foot of stairs toQdeck
Sand Bar Door	repair	Beading holding glass on 2nd door on sth side ineffective, glass moved and relocated	Lindsay		