

# BSI Seiling

Annual report 2023

23.02.2023



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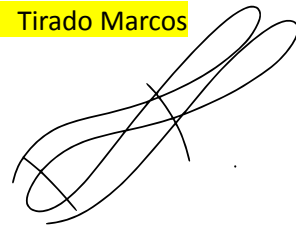
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**Signatures:**

Dimiaux Charles



Tirado Marcos



# 1 ABOUT THE CLUB

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## 1.1 BOARD MEMBERS 2023

The members of the board and its changes in 2022 can be seen in Table 1.

*Table 1. Roles and list of board members in 2023.*

<b>Roles</b>	<b>September 2022</b>	<b>February 2023</b>
<b>President</b>	Freddy Bengtsson	Andreas Kvernhaug
<b>Vice President</b>	Andreas Kvernhaug	Charles Dimaux
<b>Treasurer</b>	Juan Manuel Romero	Yoeri Otten
<b>Skipper manager</b>	Natacha Fabregas	Natacha Fabregas
<b>Express boat manager (Schmelnick)</b>	Pierre Dussaux	Pierre Dussaux
<b>Express boat manager (Juli)</b>	Marcos Tirado	Marcos Tirado
<b>Delta boat manager</b>	Viktor Daviknes	Viktor Daviknes
<b>Communications Manager</b>	Anadi Mulabecirovic	Anadi Mulabecirovic
<b>Social and events</b>	Yoeri Otten	Malo Landrain

## 1.2 CLUB GOAL

As a student sports club, BSI Seiling is striving to become the best community for students in Bergen to experience exciting outdoor sports, to develop their skills and passion in the field, to meet other sports enthusiasts and to enjoy nature. Therefore, we make our club an accessible place for students, and we constantly improve our organization and services to create better opportunities for students in Bergen. Meanwhile, non-students are also welcome in the club and students are encouraged to stay after finishing studies. Our main strategies are 1) to develop a large and stable member base; 2) to manage our assets (boat, harbor, equipment, etc.) properly and efficiently; 3) to maintain good relations with the sailing community.

## 1.3 BOARD ROLES

The board roles can be viewed in Appendix A.

## **1.4 BOARD MEETINGS**

There were in total 7 board meetings held in 2022:

- ❖ 22.01.24
- ❖ 22.02.22
- ❖ 22.03.29
- ❖ 22.04.18
- ❖ 22.08.09
- ❖ 22.09.22
- ❖ 22.11.01

The meetings have been held in the board members homes, usually combined with some food. Additional discussions have taken place in the Facebook messenger board chat.

## **1.5 EXTRAORDINARY MEETING**

There was an extraordinary meeting held 13.09.2022 where the current board members were elected.

## **1.6 BEGINNER COURSE**

The beginner course in the spring was held on the 15th of March with ~50 new beginner members, in addition to ~10 new members with previous experience.

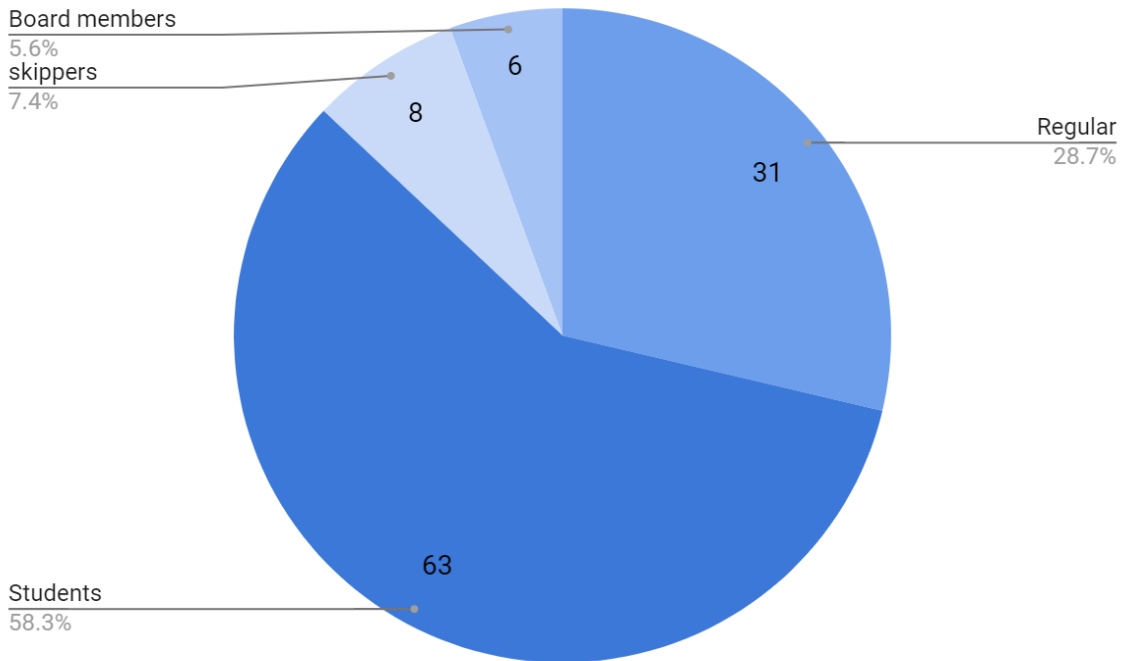
The autumn course was held on the 25th of August. This time with 55 new beginner members and ~10 new members with previous experience. The number of new members was limited to allow members to sail more.

Skipper manager Natacha took the experienced members aside in the break to figure out their skill levels and introduced them to the possibilities for them in the club. The club is always interested in recruitment of new skippers.

## 1.7 STATISTICS OF MEMBERSHIP

This is based on an economical setting. Some members might be several roles (i.e both student and board member, or skipper and board member). Board members elected in September still paid as before by December.

Total number of active/paying members 31.12.22: 108



## **2 COMMUNICATION**

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### **2.1 SOCIAL MEDIA**

There is a Facebook page named “BSI Seiling” that is open for anyone to follow. We share all events and dates here, and general information. We also have a private group called “BSI Seiling Members 2022-23”, with only current paid-up club members. Here everyone can post pictures, announce available sailing spots etc. This is to have a more direct way of communication for the active members.

The skipper messenger group allows for board and skippers to communicate more privately about organizational matters and practical concerns. There is also a skipper chat for urgent matters. Some think that there are too many channels of information, and we encourage the new board to evaluate if both the skipper-group and skipper-chat are needed.

The club has an Instagram account for sharing members’ images and videos from sailing trips, and generally promoting the club. It is also a channel for prospective members to see what we do and contact us. All facebook & Instagram posts are automatically posted on the BSI News Feed.

The club has started to gather photos from the members after social events through Google Photos, leading to a nice library of photos that we can use for promotion and social media. It also means members can share photos with each other.

Important information is also distributed by email.

### **2.2 WEBSITE**

BSI Seiling has a website with information about the club and our activities. It also allows members to sign up to sailings and manage their memberships. Both our Facebook page, and Instagram posts are posted here.

#### **2.2.1 MEMBERSHIP SYSTEM**

In 2021, we were able to launch a membership and payment portal on our wordpress web page. This covered both membership sign up and registrations to bookings. After some tweaks over time, this system has proved to work well.

At the same time NIF (Norway's sports association) demands that all of their associated organizations use their own system (free) or one accepted system (usually paid). The reason why is that they need insight in membership payments, to have the actual, correct numbers of active members. The problem with those is that we end up not owning our own data, and that we would have to send our members to an external page to sign up and manage their memberships. Per date, neither system available can be fully integrated on our web page.

As NIF is demanding it, we are from time to time looking into available systems to see if there are options coming up that we could use.

Last summer, we got in contact with Rubic who offered a system with both membership handling and a booking system that they ment would be able to cover sailings in the way we do today. In addition, it would be seamlessly integrated with our website.

The problem was that they did not deliver in time. The solution we got was somewhat working on the date of the registration opening for the autumn semester. It proved not to be working properly and we had troubles with some members not being able to pay, while others being able to sign up without paying. Up till this point, the President had called them every day to ensure progress.

The sign up system for sailings was not ready by the time of the beginner course, where the new members would sign up to beginner sailings. This was resolved by exporting all members back into our original system, and things worked out well enough. At this point we were back in our old, working system, and never paid Rubic.

In November, it was discovered that we had not gotten the fees paid by the members. We contacted Rubic, but did not get much help, meaning that we probably had added the wrong account number to their system. We later figured out the system we got offered had been used by another club as a trial before us, and that their account number was still in the system when we got it. After a lot of calls and emails, we did get the money owed last week.

Currently we are happily running our own system, and there is currently no motivation in the board to try to change this. The president probably spent 40+ hours on the phone with Rubic last autumn.

### **2.2.2 WEBSHOP**

We have kept the old web shop live to use for selling tickets and old merchandise (which we have reduced the price on to get rid of it).

The new web shop is up and running. We have not sold any merchandise through it.



### 3 CLUB ACTIVITY

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#### 3.1 MEMBER SAILINGS

Member sailings were conducted in the spring and autumn semester. Sailings were limited in the spring due to the small number of skippers but the number of member sailings was significantly increased in the autumn semester.

#### 3.2 BEGINNER COURSES

Beginner course theory part was carried out by Tobias Zolles in the spring and Eoghan Reeves in the autumn. Beginners got to sail twice on beginner sailings before being full members.

#### 3.3 EVENTS

RAN Cabin trip spring semester	~36 participants
17th of May Bryggen boat party	~40 participants
RAN Cabin trip autumn semester	~34 participants
The Christmas boat parade	10 participants

The table above gives an overview of the big events of last year, next to those there have also been some smaller informal events, like organized drinks or spontaneous drinks after sailings.

#### 3.4 REGATTAS

The club has not participated in any regattas in 2022. A training session and regatta had been planned but were canceled due to poor weather. Some skippers and many members have however shown interest in participating in regattas and the club is aiming to facilitate participation for 2023.

## **4 MAINTENANCE**

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### **4.1 MAINTENANCE ON JULI**

The tiller is under repair by Lukas. It was split horizontally in two, which means that being glued with epoxy is enough. Some tell-tails in the starboard-bottom part of the mainsail have been replaced. And the battery-connection key has been attached to the wall with a small rope to prevent losing it around. A new torch is now inside the cabin, in case it has to be used during night sailings (the USB-cable to charge it is inside the BSI container). The electrical connections within the two batteries have been protected from water/moisture using vaseline around them. A new hose (8 mm diameter) is connecting the engine with the gas-tanks.

Last time Juli was taken out was in August 2022, to remove the old hard antifouling and new layers of soft antifouling were applied. This coming spring the hull will be scraped from the harbor manually while diving.

### **4.2 MAINTENANCE ON SCHMELNICK**

The boat has been thoroughly cleaned on the inside (walls, water drain, small kitchenette, and areas under the cockpit that were almost completely black with mold). The electrical set-up is being modified to place the battery back to its original position under the port bench (identical to Juli), where it is safe from contact with the crew or potential hazardous objects (up to now, the battery was exposed on the port bench, directly on the side of the hatchway). The electrical panel's wiring is being updated to hide the wires and run them smoothly from the Master Switch to the battery. A new fuel hose has been installed to replace the old leaking one, and the fuel compartment's door seal was changed. The radar reflector's bindings have been reinforced on the starboard shroud. The hinges of the forward hatch have been refastened.

The boat still takes a substantial amount of water under the pulpit and on the port side, as mentioned in the previous report. Significant action will be taken in Spring to make her dryer.

### **4.3 MAINTENANCE ON BELLA**

The new lazybag purchased in 2021 has been installed on Bella in early 2022. She has been taken out of the water in the spring to have the propeller shaft and propeller fixed at Bildøy marina. During this haulout the cutlass bearing was also changed, and the cutlass strut was completely rebuilt as it had cracked at the middle and osmosis was beginning. New strut is made from epoxy and fiberglass, and should therefore be more waterproof and safe against osmosis.

Layers of antifouling have been applied on the hull and keel.

We urgently need to install a new anode on the propeller.

The depth meter should be cleaned of antifouling.

#### **4.4 CONTAINER**

The container has been thoroughly cleaned and put back into a state where it is easier to find what we are looking for and where it is agreeable to work. Many unusable or partially destroyed items (tools, sailing equipment) have been thrown away. Some shelves (3-meter long, 1-meter deep, 4 levels) have been built on the right side, allowing to store all the sails in an organized way.

It would be good to add a ventilation system before summer's hot temperatures, as many chemicals and fuel jerry cans are stored inside. Also, discarding the sails that are unnecessary to the club (throwing, giving away or selling, depending on the state) would free a significant amount of space. Further sorting of the club's immense tool collection is also wished for, in order for maintenance managers to make better use of what the club owns, and reduce unnecessary expenses.

#### **4.5 HARBOR**

Dugnad hours for this year have been done. The communication with the harbor is bad and information is not communicated in a clear way. Information can be received verbally to a member/skipper without the board being informed or the harbor fails in contacting us directly by email. We have several times mentioned that we are not on the mailing list and do not get information that is sent out.

The harbor changed locks this summer and we received new keys. The transition was smooth.

#### **4.6 MAINTENANCE TRACKING**

Maintenance tracking is organized in a Google Sheets document handled by the boat managers. As before, skippers should notify the boat managers when they notice issues.

## 5 SKIPPERS

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### 5.1 COMMUNICATION

We have continued to use Doodle for the organization of the sailing plan. By sending it a few weeks before most of the skippers answer before the deadline. The skippers are using the skipper chat and the member group. The skipper chat tends to get busy and should be used for more urgent and simple communication.

Skippers could evaluate the situation and come up with a different solution if needed.

### 5.2 SKIPPER ROSTER 2022

The number of active skippers was still small in the spring semester but efforts were put in place to increase the number of skippers.

We had 4 new skippers in the autumn semester:

- Guillaume Menu
- John-Øyvind Tollevik Garvik
- Pierre Dussaux
- Erlend Sand (Alumni skipper returning)

The number of active skippers increased to 13 at the end of the Autumn semester which allowed us to provide more sailings for members.

An updated version of the skipper checkout form can be found on the website and has been used to checkout these new skippers.

Skipper checkouts have been conducted by Geir Olav Løken and Vegard Guttormsen.

The full skipper list is available on the webpage

### 5.3 SKIPPER RECRUITMENT STRATEGY

A strategy has been put in place to actively recruit skippers.

At the beginning of every semester, all experienced members joining the club are encouraged to join the meeting which introduces them to BSI sailing. We are using this opportunity to see if some of the experienced members want to become skippers and discuss potential training and checkouts depending on their experience.

In addition, a questionnaire is sent to all experienced members to ask for their interest in becoming skipper and relevant experience.

The trainee skipper status will be continued when trainee skippers can sail together or with pre-approved member

## 6 ECONOMY

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### 6.1 GENERAL

After the end of the pandemic the club is returning to its regular financial status.

At the end of the year 2022, the club had a surplus of 36 154 kr.

The balance on December 2022, 31st is: 141 790 kr

2021: Deficit of 1 000 kr

2020: Surplus of 37 000 kr

The 2022 accounting summary can be found in Appendix B.

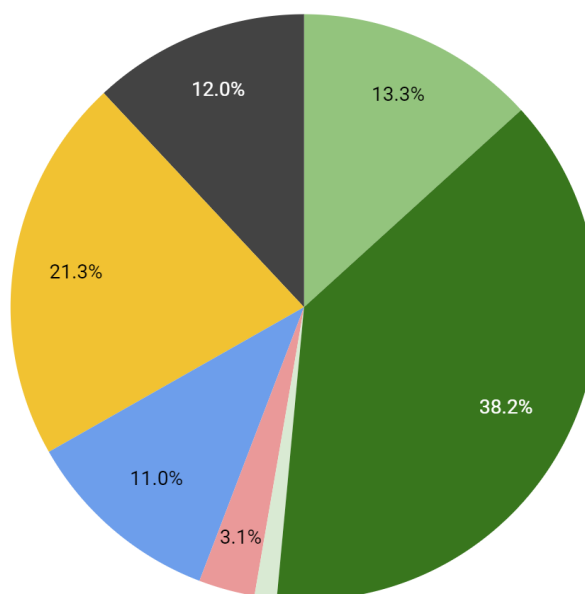
### 6.2 INCOME

Most of the income in 2022 came from membership fees (approximately 50%). The club received a total 58 400 kr from the Main board in 2022. Due to issues with the new registration system (Rubic) approximately 93 000 kr are missing from the income.

This amount corresponds to membership fees and it is not presented in the accounting summary.

#### Income 2022: 218 650 kr

- Membership non-student
- Membership student
- Membership skipper/board
- Merchandising sold
- RAN trip
- Main board transfer
- Other

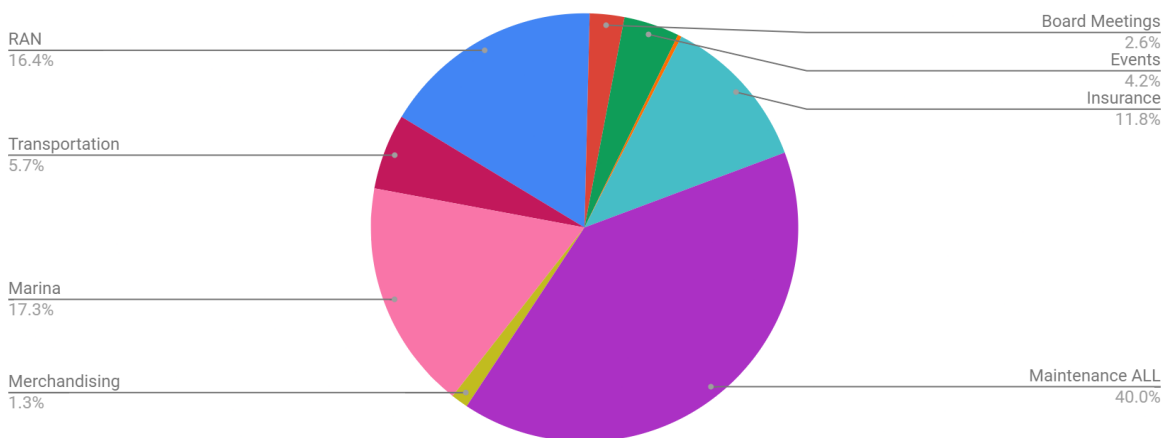


### 6.3 EXPENSES

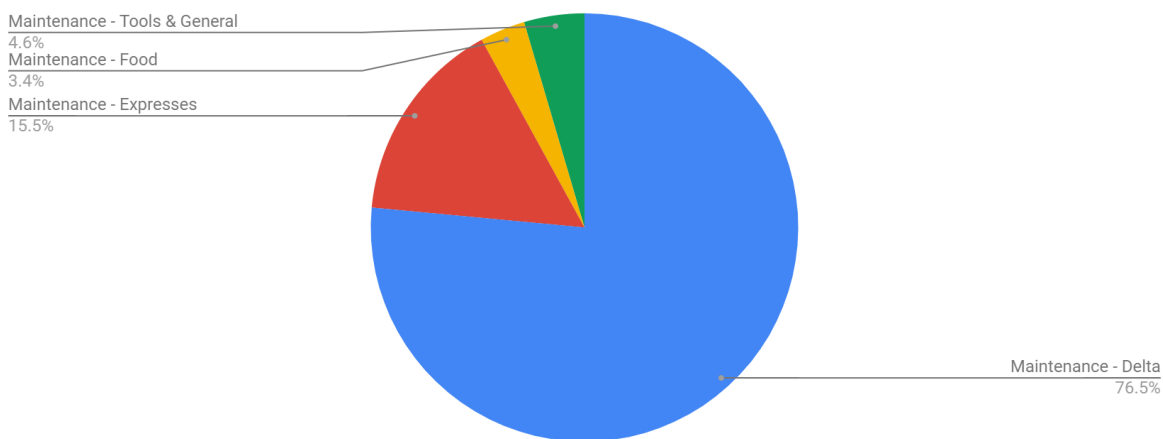
Total expenses for 2022 were 182 497 kr.

The biggest expense during 2022 was maintenance, followed by fixed expenses as marina fees and insurance. The high percentage of expenses due to maintenance is mainly due to the Albin Delta being taken out of the water and requiring a new propeller. Maintenance of the outboard engines of the Expresses contributed to this as well.

Expenses 2022: 182 497 kr



### Maintenance details



## 6.4 DEBT

BSI Seiling currently has no debt.

## 6.5 OUTSTANDING DEBT

Rubic who was handling our registrations owes us around 93 000 kr that we should receive in late February 2023.

## 6.6 SUGGESTIONS

### Applying for funds

The club should look into, and apply for, grants from banks and foundations. We could apply for different equipment (regatta, safety and in general), education/courses/HMS or projects that we want to do.

There is currently one at Sparebank Vest, where we might be able to apply for new sails and other regatta equipment for the Expresses.

An update of written contracts is recommended, and to have them easily accessible so that the Treasurer has a better overview of the fixed costs.

## 7 BUDGET FOR 2023

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Budget for 2023 is made based on income and expenses from previous year income and expenses and can be found on Appendix C.

## 8 MEMBERSHIP DURATION AND PRICE

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Membership runs for a full year from the date of registration.

Registration for beginners is only open at the beginning of the spring and autumn semester.

Refund on maintenance work is calculated during an academic year.

	2022-2023	2023-2024
Student	1050 kr	<i>1050 kr</i>
Non student & PhD	1400 kr	<i>1400 kr</i>
(Active) skipper	600 kr	<i>600 kr</i>
Board member	350 kr	<i>350 kr</i>
Maintenance work compensation	300 kr	<i>300 kr</i>

## 9 ELECTION OF BOARD MEMBERS 2023

<b>Roles</b>	<b>Candidate(s)</b>	<b>Votes (For/Against/Abstain)</b>
President	Andreas Kvernhaug	unanimity
Vice-President	Charles Dimaux	unanimity
Treasurer	Yoeri Otten	unanimity
Skipper manager	Natacha Fabregas	unanimity
Express manager (Schmelnick)	Pierre Dussaux	unanimity
Express manager (Juli)	Marcos Tirado	unanimity
Delta manager (Bella)	Viktor Daviknes	unanimity
Communications manager	Anadi Mulabecirovic	unanimity
Social & Events	Malo Landrain	unanimity
Non-board position: Regatta manager	John-Øyvind Tollevik Garvik	No need to vote
Non-board position: Webmaster	Freddy Bengtsson	No need to vote



## **APPENDIX A: BOARD MEMBER ROLES 2023**

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### **President**

The president is responsible for the overall strategy of the club and that the club is run according to its statutes. The president will have the final say in matters of greater financial and strategic importance, such as buying and selling vessels, harbor contracts and financing of sub-activities such as regatta teams. The president has to have an overview of which jobs are outstanding currently and has to be the “whip” behind all other positions. The president is in charge of organizing the bi-annual beginners course and finalizes each year with a written annual report, prior to the annual meeting.

### **Vice President**

The vice president will execute the strategies as presented by the president and turn them into concrete courses of action. The vice president will also have a support function for other positions, trying to help out where needed in order to reach the goals of the club.

### **Treasurer**

The Treasurer is responsible for making a budget, suggesting membership fee models, methods of payment, paying invoices and making financial decisions up to 20 000 NOK. Anything over that should be discussed with the president.

The T must keep track of all receipts and invoices, archive them and keep a system which makes it possible to see what, by who and when the club has spent money.

T has a responsibility to make and maintain forms compensating board members and others for their incurred costs related to running the club, such as reimbursements of purchases, fuel costs of driving to/from maintenance and required shopping.

T is responsible for administering electronic systems for payment and membership registrations, and assure that they are within the rules of NIF and membership reporting. The T is responsible to finalize the annual budget at the end of the year.

### **Skipper Manager**

The Skipper Manager (SM) has a 3-fold role: 1) Maintaining the right amount of active skippers in BSI Seiling, 2) Communicating board messages to the skippers and vice versa, 3) Making the monthly sailing calendar/planning.

1) The SM is responsible for processing requests by members who wish to be a skipper and communicating the requirements for being a skipper in BSI Seiling. The SM must coordinate skipper training on the different boats and tests (“checkouts”), and also maintain the Skipper List on the website accordingly.

2) The SM functions as a central communication point between the board and the skippers. The SM will make sure that skippers in their turn will pass on any relevant messages to the members.

3) The SM is responsible for planning members sailings by coordinating skipper availability and desired dates for sailing, giving proper permissions to the BSI Seiling calendar account and removing non-active skipper permissions.

## **Express Boat Manager (one for each boat)**

The Express Boat Managers are responsible for keeping the boats of that class in a good functional condition. The EBMs will follow up any requests from skippers and members regarding broken equipment and maintenance needs, as well as organizing occasional maintenance days where members will do any work requiring a coordinated effort.

The EBMs are responsible for keeping necessary safety equipment, critical spares and tools on board, and that there is a supply of gasoline available on board. The skippers are also responsible for controlling that this is present before sailing, and that they have enough gasoline for their trip.

## **Delta Boat Manager**

The Delta Boat Manager is responsible for keeping the boat in a good functional condition. The DBM will follow up any requests from skippers and members regarding broken equipment and maintenance needs, as well as organizing occasional maintenance days where members will do any work requiring a coordinated effort.

The DBM will be responsible for keeping necessary safety equipment, critical spares and tools on board, including but not limited to:

- o Spare diesel
- o Propane
- o Spare oil, filters, water pump impeller and basic tools for engine repair on sea
- o Safety equipment such as emergency rope, floater, vests, fire extinguishers, first aid kit.

The skippers are also responsible for controlling that this is present before sailing, and that they have enough gasoline for their trip.

Also, the DBM is responsible for keeping the boat registered with a VHF license and being in the small boat registry.

## **Communications Manager**

The Communications Manager is responsible for following up communication sent to the club by either email or social media. The requests which can't be directly answered must be relayed to the correct person. The CM will also be responsible for the public physical and web presence of the club through social media and webpages. Thus also producing and collecting data and photos for this purpose. Events such as student stands should be coordinated through the communications manager, who will try to participate or delegate going to such stands. The CM can use budgeted resources intended for public relations as needed.

## **Social & Event Manager**

The Social & Event manager is responsible for sailing and non-sailing social events. The concept of social events is wide but can for example be overnight trips, cabin trips (Like the bi-annual RAN trip), the Christmas parade, regular parties, pub crawls, quiz nights and regular camping. The goal of these events should be to offer more platforms for the members to interact and socialize. SEM is supposed to work closely with the Communications Manager around PR events and marketing of the social events. The SEM can use budgeted resources intended for social events as needed.

## **Non Board member role specific responsibilities**

These roles are given to a member of the board or club in general by the board. They are tasks that should have a designated person in charge of them, but are not board member roles themselves.

- Webmaster - Is responsible for keeping the information on the website up to date, including the skipper list (coordinate with the Skipper Manager), current rules (Covid), information, instructions as well as the webshop. The webmaster is also responsible to help other members using the web page if there are questions or problems.
- Regatta manager - Is responsible for handling regatta questions and invitations, to look for regattas the club could take part and coordinate with skippers and members who might want to participate. As per 2022 the club has budgeted to cover some regatta activity.

## APPENDIX B: ACCOUNTING SUMMARY 2022

<b>INCOME</b>	<b>2022 budget</b>	<b>Running total 2022</b>	<b>Difference with budget</b>
<i>Membership-Merch-RAN</i>	174,000.00 kr	127,406.19 kr	-46,593.81 kr
<i>Membership non-student</i>	75,000.00 kr	36,400.00 kr	
<i>Membership student</i>	70,000.00 kr	105,000.00 kr	
<i>Membership skipper/board</i>	10,000.00 kr	3,350.00 kr	
<i>Merchandising sold</i>	3,000.00 kr	8,500.00 kr	
<i>RAN trip</i>	16,000.00 kr	30,150.00 kr	
<i>Webstore fee</i>	3% of grey lines	?	
<i>Main board transfer</i>	30,000.00 kr	58,399.00 kr	28,399.00 kr
<i>Other</i>	10,000.00 kr	32,845.60 kr	22,845.60 kr
<b><i>Income</i></b>	<b>214,000.00 kr</b>	<b>218,650.79 kr</b>	<b>4,650.79 kr</b>
<b>EXPENSES</b>	<b>2022 budget</b>	<b>Running total 2022</b>	<b>Difference with budget</b>
Bank fees	500.00 kr	707.00 kr	207.00 kr
Board Meetings	10,000.00 kr	4,773.71 kr	-5,226.29 kr
Education	6,000.00 kr	0.00 kr	-6,000.00 kr
Events	35,000.00 kr	7,675.00 kr	-27,325.00 kr
Fuel	5,000.00 kr	526.00 kr	-4,474.00 kr
Insurance	21,000.00 kr	21,566.00 kr	566.00 kr
Maintenance ALL	57,000.00 kr	72,959.76 kr	15,959.76 kr
Merchandising	0.00 kr	2,356.50 kr	2,356.50 kr
New assets	15,000.00 kr	0.00 kr	-15,000.00 kr
Marina	55,000.00 kr	31,651.00 kr	-23,349.00 kr
Refund dugnad fees	3,000.00 kr	0.00 kr	-3,000.00 kr
Transportation	1,500.00 kr	10,434.15 kr	8,934.15 kr
RAN		29,847.65 kr	29,847.65 kr
Regatta	5,000.00 kr	0.00 kr	-5,000.00 kr
<b>TOTAL expenses</b>	<b>214,000.00 kr</b>	<b>182,496.77 kr</b>	<b>-31,503.23 kr</b>

	<b>Income</b>	<b>Expenses</b>	<b>TOTAL</b>
<b>Total 2022</b>	218,650.79 kr	182,496.77 kr	<b>36,154.02 kr</b>

## APPENDIX C: BUDGET FOR 2023

<b>INCOME</b>	<b>2023 budget</b>
<i>Membership-Merch-RAN</i>	217,000.00 kr
<i>Membership non-student</i>	80,000.00 kr
<i>Membership student</i>	100,000.00 kr
<i>Membership skipper/board</i>	10,000.00 kr
<i>Merchandising sold</i>	3,000.00 kr
<i>RAN trip</i>	24,000.00 kr
<i>Webstore fee</i>	3% of grey lines
<i>Main board transfer</i>	30,000.00 kr
<i>Other</i>	10,000.00 kr
<b>Income</b>	<b>257,000.00 kr</b>
<b>EXPENSES</b>	<b>2023 budget</b>
Bank fees	500.00 kr
Board Meetings	10,000.00 kr
Education	6,000.00 kr
Events	35,000.00 kr
Fuel	5,000.00 kr
Insurance	22,000.00 kr
Maintenance ALL	60,000.00 kr
Merchandising	0.00 kr
New assets	12,000.00 kr
Marina	55,000.00 kr
Refund dugnad fees	3,000.00 kr
Transportation	1,500.00 kr
RAN	30,000.00 kr
Regatta	17,000.00 kr
<b>TOTAL expenses</b>	<b>257,000.00 kr</b>

Rubic has an outstanding debt to us of around 93 000 nok which are counted in budget as "membership fees"