

BSI Seiling

Annual report 2024

19.02.2024



CONTENTS

| | |
|----------------------------------|-----------|
| 1 About the club | 4 |
| 1.1 Board members 2024 | 4 |
| 1.2 Club goal | 4 |
| 1.3 Board roles | 4 |
| 1.4 Board meetings | 5 |
| 1.5 Extraordinary meeting | 5 |
| 1.6 Beginner course | 5 |
| 1.7 Statistics of membership | 6 |
| 2 Communication | 7 |
| 2.1 Social media | 7 |
| 2.2 Website | 7 |
| 2.2.1 Membership system | 7 |
| 2.2.2 Webshop | 8 |
| 3 Club activity | 9 |
| 3.1 Member salings | 9 |
| 3.2 Beginner courses | 9 |
| 3.3 Events | 9 |
| 3.4 Regattas | 9 |
| 4 Maintenance | 10 |
| 4.1 Maintenance on Juli | 10 |
| 4.2 Maintenance on Schmelnick | 10 |
| 4.3 Maintenance on Bella | 10 |
| 4.4 Container | 10 |
| 4.5 Harbor | 11 |
| 4.6 Maintenance tracking | 11 |
| 5 Skippers | 12 |
| 5.1 Communication | 12 |
| 5.2 Skipper roster 2023 | 12 |
| 5.3 Skipper recruitment strategy | 12 |
| 6 Economy | 13 |
| 6.1 General | 13 |
| 6.2 Income | 13 |
| 6.3 Expenses | 13 |
| 6.4 Debt | 14 |
| 6.5 Suggestions | 14 |
| 7 Budget for 2023 | 15 |

| | |
|--|-----------|
| 8 Membership duration and price | 16 |
| 9 Election of Board Members 2024 | 17 |
| Appendix A: Board member roles 2024 | 18 |
| Appendix B: Accounting summary 2023 | 21 |
| Appendix C: Budget for 2024 | 22 |

Signatures:

1 ABOUT THE CLUB

1.1 BOARD MEMBERS 2023

The members of the board and its changes in 2023 can be seen in Table 1.

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

| Roles | September 2023 | February 2024 |
|-----------------------------------|-----------------------------|---------------|
| President | Andreas Kvernhaug | |
| Vice President | Alexandre Falcão | |
| Treasurer | Yoeri Otten | |
| Skipper manager | Juan Manuel Romero | |
| Express boat manager (Schmelnick) | Pierre Dussaux | |
| Express boat manager (Juli) | John Øivind Tollevik Garvik | |
| Delta boat manager | Viktor Daviknes | |
| Communications Manager | Nadia Starevice | |
| Social and events | Lene Brakstad | |

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 sailing, 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, stable and engaged 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 2023:

- ❖ 23.01.24
- ❖ 23.03.07
- ❖ 23.04.17
- ❖ 23.05.30
- ❖ 23.08.28
- ❖ 23.09.25
- ❖ 23.11.20

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 13.09.2023 where the current board members were elected.

1.6 BEGINNER COURSE

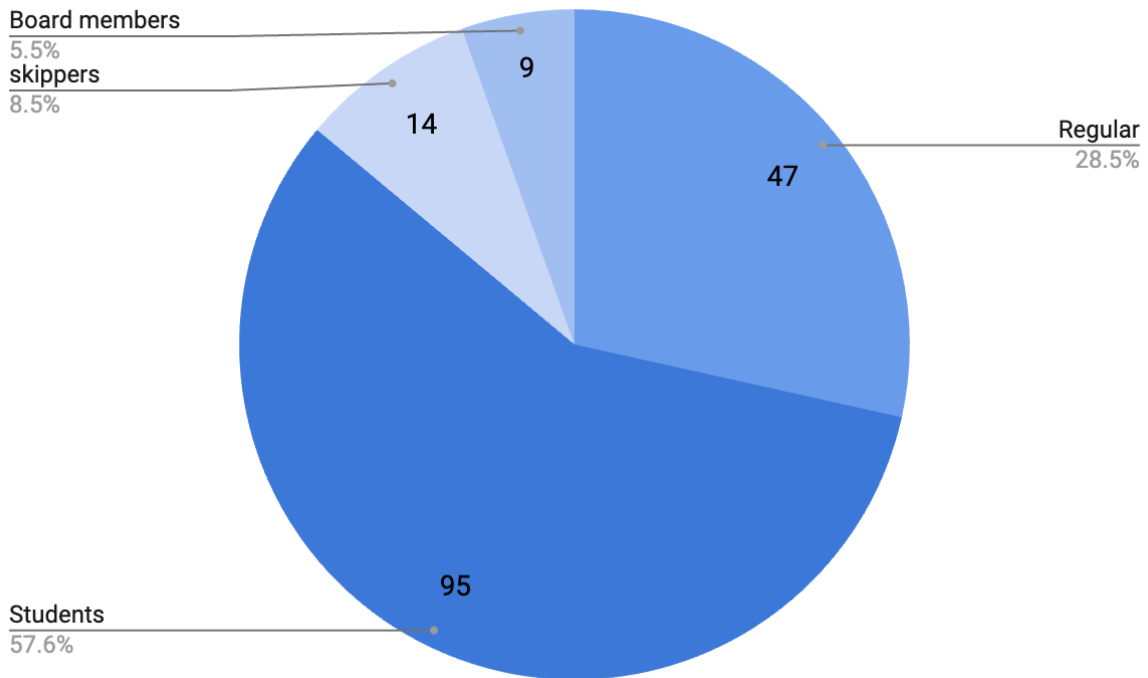
The beginner course in the spring was held on the 14th of March with ~60 new beginner members.

The autumn course was held on the 24th of August. This time with ~60 new beginner members.

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 31.12.23: 165



2 COMMUNICATION

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. The page was created before the autumn semester due to missing administrator access to the previous page. We also have a private group called “BSI Seiling Members 2023-24”, 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 the skipper-chat is 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.

A new “Skipper Trainings” chat was created to make it easier for trainee skippers to coordinate training sessions. Great success!

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.

2.2.2 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).

We have a new webshop which is outsourced and not being handled by us. Here we receive a small percentage of made sales. In 2023 this shop was used only twice.

3 CLUB ACTIVITY

3.1 MEMBER SALINGS

Member sailings were conducted in the spring and autumn semester. The number of skippers has increased significantly from the previous year, but member sailings are still quickly filled up. This indicates that members are able to sail less than they would like to.

3.2 BEGINNER COURSES

Beginner course theory part was carried out by Geir Olav Løken in both semesters. Beginners got to sail twice on beginner sailings before being full members.

3.3 EVENTS

| | |
|--------------------------------|------------------|
| RAN Cabin trip spring semester | ~30 participants |
| Socializing in Nordnes Park | ~15 participants |
| Tour of Statsraad Lehmkuhl | ~20 participants |
| Pirate Themed Party | ~15 participants |
| RAN Cabin trip autumn semester | ~30 participants |
| Trip to Nordnes Sjøbad | ~20 participants |
| Quiz night at Inside Rock Café | ~26 participants |
| Julebord | ~30 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. We have increased the number of social events from previous years. This has helped members get to know each other better as you don't meet that many people during individual sailings.

3.4 REGATTAS

The club participated in Byfjordtrimmen for the first time in years. The interest has been very high, with both Expresses filled up Wednesdays to the brim. Regular member sailings are with five onboard, here we have sailed with up to seven to facilitate that as many members as possible get the chance to enhance their skills on a regatta course. The sails we used were old and the hull had not been maintained properly in a while, so the boats are not the fastest in the field. That is part of the reason why just before New Years we bought used sets of regatta-ready sails.

We started working towards bringing back the Student national championships together with NTNU. As of now a lot of progress has already been made, and as of now 2024 is the first year in five years there is going to be a championship. Just starting this process has also drastically increased our visibility to the broader sailing community.

4 MAINTENANCE

4.1 MAINTENANCE ON JULI

Juli was scraped in the Winter.

Some minor work done; Oiling up blocks, changing a battery, adding some blocks, changing a hose attachment.

New Express-sails bought, a much needed investment in future sailing. Two sets of North Sails mains and foresails, plus an additional "touring" grade foresail of unknown origin. These are to be used on both Expresses.

New engine installed.

4.2 MAINTENANCE ON SCHMELNICK

Major works:

- Rewiring of the electrical system to allow winter sailings with lights. Installation of a permanent charger on board with an extension cord to plug the boat to shore after each sailing. Voltage indicator and new switches installed. Replacement of the forward light housing (lateral navigation lights).

Minor works:

- Addition of Velcro straps to connect the mainsail to the boom (the old torpedoes just kept popping out of their rail)
- Addition of "braking" elastic lines to the berth to slow the boat down
- Replacement of the foresail halyard
- Replacement of the tiller extension holder

New engine installed.

4.3 MAINTENANCE ON BELLA

Bella has had a reduction of use this year, and has also had less work done compared to last year. Of significant repairs a new charger has been installed and the dodger has been repaired, but waiting to be reproofed. The boom broke off at the knuckle but has been bolted back together as well. The front and engine lantern have also been replaced. During the RAN trip we repaired the gennaker that had gotten a small rift, but other than that the boat has been working fine. Diesel heater stopped working and is undergoing service, and the GPS has gotten problems and will be replaced. Next time the boat is on land we also need to install the windex again to cover the top of the mast.

4.4 CONTAINER

We made the container more messy.

4.5 HARBOR

Dugnad hours for this year have been done for 2 out of 3 boat spots. 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. Communication has however improved from previous years. The harbor master seems to be the most reliable communicator.

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

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 2023

Skipper recruitment efforts are going steady from last year.

We had 5 new skippers in the autumn semester:

- Aashild Samseth
- Alexandre Falcão
- Sophia Groningen
- Lluïsa Puig Moner
- Samuel Modée

The number of active skippers increased to 21 at the end of the Autumn semester which allowed us to provide more sailings for members.

There is also a group of 5 trainee skippers, who have the ability to organize sailings if they have another trainee skipper or an experienced member in their crew. A close follow-up is kept on them with the aim of getting them to be full skippers in the first semester of 2024.

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

The strategy put in place to actively recruit skippers is still ongoing.

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 a pre-approved member.

A Trainee Skipper chat was created to better coordinate training sessions so they have ownership of their own development. A sail and rig trimming book is given to every new skipper so they can continue developed their skills further.

6 FINANCIAL REPORT OF 2023

BALANCE

The balance shows a snapshot of the financial position of the association on the 31st of December 2023. Previously, no such overview was given and we have currently not added assets like our boats to this overview.

| Assets | | Liabilities | |
|--------------------|---------------|------------------------------|---------------|
| Main bank account | 114,578.71 kr | <i>Equity per 01.01.2023</i> | 142,418.37 kr |
| Savings account | 102,791.00 kr | Result 2023 | 38,269.86 kr |
| | | | |
| To receive amounts | 2,585.32 kr | To pay amounts | 39,266.80 kr |
| | | | |
| Total | 219,955.03 kr | Total | 219,955.03 kr |

Detailed overview

| To pay amounts | |
|---------------------------------------|--------------|
| Maritim Båttutstyr: parts maintenance | 9,042.00 kr |
| Merkur Marina: rental costs 2023 | 24,000.00 kr |
| Refund: maintenance parts Bella | 6,224.80 kr |
| | |
| To receive amounts | |
| Maritim Båttutstyr: returned items | -2,256.32 kr |
| Maritim Båttutstyr: duplicate payment | -329.00 kr |

To pay amounts

Costs which were incurred in 2023 but only invoiced / paid in 2024. Due to confusion the invoice for the rental costs of one of our boatplaces and the container were received very late. All costs have since been paid.

To receive amounts

One invoice to maritim båttutstyr had been paid twice. Some items which were bought were returned. Both amounts have since been received.

RESULT

| INCOME | Budget 2023 | Result 2023 | Difference |
|-----------------------------------|----------------------|----------------------|---------------------|
| <i>Membership-Merch-RAN</i> | 217,000.00 kr | 291,583.20 kr | 74,583.20 kr |
| <i>Rubic membership fees 2022</i> | | 90,846.25 kr | |
| <i>Membership non-student</i> | 80,000.00 kr | 68,600.00 kr | |
| <i>Membership student</i> | 100,000.00 kr | 107,700.00 kr | |
| <i>Membership skipper/board</i> | 10,000.00 kr | 7,600.00 kr | |
| <i>Merchandising sold</i> | 3,000.00 kr | 850.00 kr | |
| <i>RAN trip</i> | 24,000.00 kr | 21,900.00 kr | |
| <i>Webstore fee</i> | 3% of grey lines | -5,913.05 kr | |
| <i>Main board transfer</i> | 30,000.00 kr | 0.00 kr | -30,000.00 kr |
| <i>Other</i> | 10,000.00 kr | 20,328.82 kr | 10,328.82 kr |
| Total income | 257,000.00 kr | 311,912.02 kr | 54,912.02 kr |
| | | | |
| EXPENSES | Budget 2023 | Result 2023 | Difference |
| Bank-site fees | 500.00 kr | 3,438.58 kr | 2,938.58 kr |
| Board Meetings | 10,000.00 kr | 9,952.64 kr | -47.36 kr |
| Education | 6,000.00 kr | 6,754.00 kr | 754.00 kr |
| Events | 35,000.00 kr | 20,429.56 kr | -14,570.44 kr |
| Fuel | 5,000.00 kr | 1,956.45 kr | -3,043.55 kr |
| Insurance | 22,000.00 kr | 22,445.00 kr | 445.00 kr |
| Maintenance ALL | 60,000.00 kr | 65,461.93 kr | 5,461.93 kr |
| Merchandising | 0.00 kr | 0.00 kr | 0.00 kr |
| New assets | 12,000.00 kr | 42,316.00 kr | 30,316.00 kr |
| Marina | 55,000.00 kr | 76,500.00 kr | 21,500.00 kr |
| Refund dugnad fees | 3,000.00 kr | 0.00 kr | -3,000.00 kr |
| Transportation | 1,500.00 kr | 782.50 kr | -717.50 kr |
| RAN | 30,000.00 kr | 23,605.50 kr | -6,394.50 kr |
| Regatta | 17,000.00 kr | 0.00 kr | -17,000.00 kr |
| Total expenses | 257,000.00 kr | 273,642.16 kr | 16,642.16 kr |
| | | | |
| Profit | | 38,269.86 kr | |

General

In 2023 we have once again had a significant surplus. However, this has mainly been caused by unrealised income from 2022 which was not originally budgeted for. At the end of the year, we tried to somewhat lower our expected profits by investing more in new sails and maintenance equipment.

Income

Membership-Merch-RAN

Our membership income has mostly followed expectation from the budget with the exception of around 91 000 kr income from membership fees paid in 2022. This income was remaining from when we originally switched to Rubic as our membership system. Due to problems we were forced to switch back and only received the membership fees at the start of 2023.

Main board transfer

Our original application was denied and the board at the time did not opt to send in a complaint at the time.

We found out later that the original justification for the grant denial was never sent, and when received found that the mistakes found were either based on misinterpretations or outright incorrect. We sent in a complaint around the summer but have not been able to get the grant.

Due to a lack of funds available at the main board the grant would have been far lower than budgeted. We expect around 5 000 kr.

Other

In previous years BSI Seiling did not apply for momskompensasjon (value added tax compensation). This has been done last year and therefore this item is higher than expected.

Next to that we also received more income due the higher interest rate.

Expenses

Bank-site fees

We had to buy a license to the membership system that our site uses which is why these costs are higher.

Events

The events budget has only been sparingly used in the first semester. Our events manager has worked hard to organize some more events in the second semester.

Marina

Costs for one boat spot and the container in the marina were not invoiced in 2022 and were therefore incurred twice in 2023.

Refund dugnad fees

Less dugnad maintenance hours have been organized during the 2022/2023 academic year which is why no costs were made.

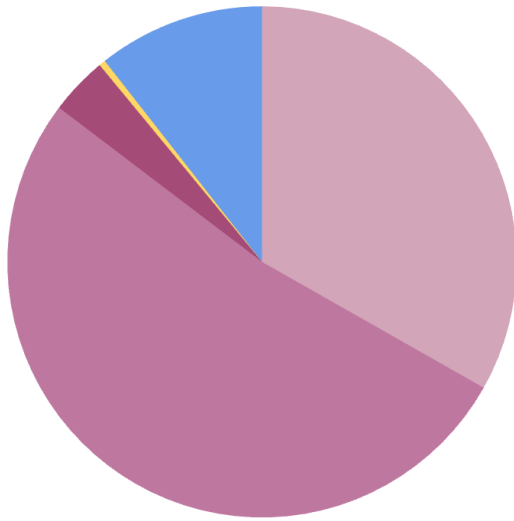
Regatta

We have started participating in more regattas. We have bought new sails, including a set meant for regatta racing, costs associated with these can be found under '*New assets*'.

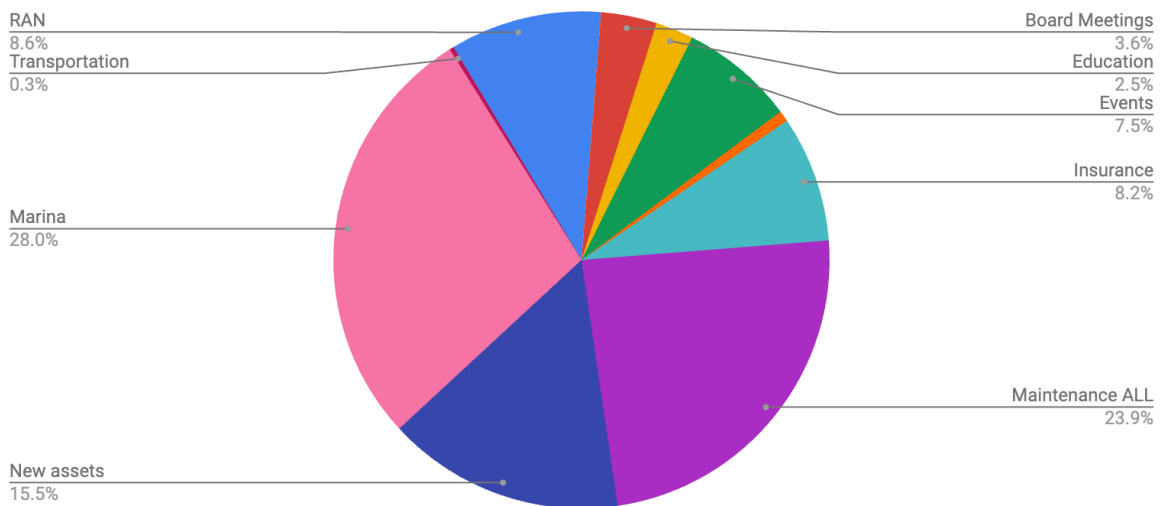
INCOME/EXPENSES BREAKDOWN

Income 2023

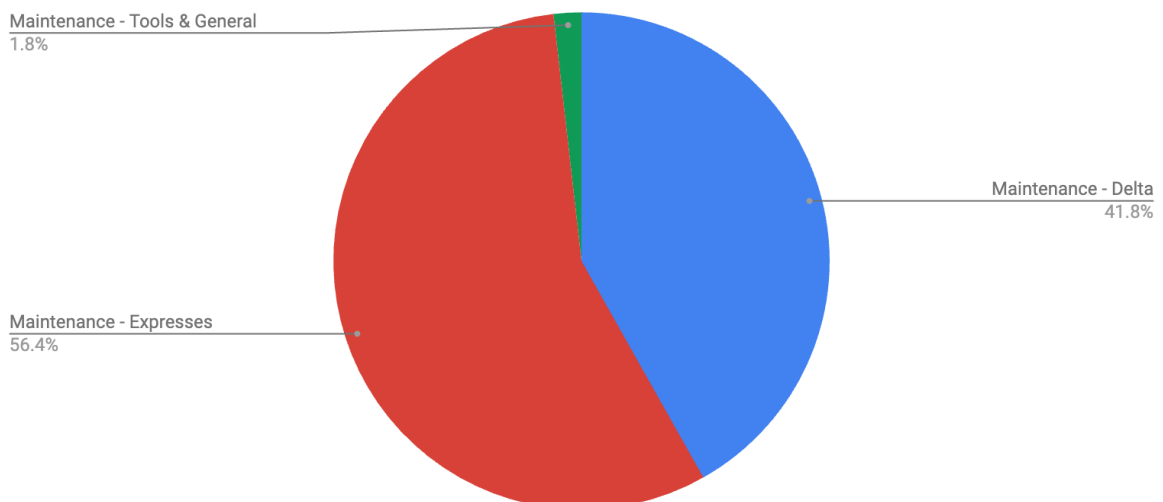
- Membership non-student
- Membership student
- Membership skipper/board
- Merchandising sold
- RAN trip



Expenses 2023



Maintenance details



7 BUDGET FOR 2024

| INCOME | 2023 result | 2024 budget |
|---------------------------------|--------------------|----------------------|
| <i>Membership-Merch-RAN</i> | 200,736.95 kr | 195,250.00 kr |
| <i>Membership non-student</i> | 68,600.00 kr | 63,000.00 kr |
| <i>Membership student</i> | 107,700.00 kr | 94,500.00 kr |
| <i>Membership skipper/board</i> | 7,600.00 kr | 13,250.00 kr |
| <i>Merchandising sold</i> | 850.00 kr | 500.00 kr |
| <i>RAN trip</i> | 21,900.00 kr | 24,000.00 kr |
| <i>Main board transfer</i> | 0.00 kr | 7,511.00 kr |
| <i>Other</i> | 5,169.00 kr | 20,000.00 kr |
| <i>Moms kompensasjon</i> | 14,532.00 kr | 20,000.00 kr |
| Income | | 242,761.00 kr |
| | | |
| | | |
| EXPENSES | 2023 result | 2024 budget |
| Idretsrådet membership fee | 1,000.00 kr | 1,000.00 kr |
| Payment fees | 5,913.05 kr | 5,857.50 kr |
| Website costs | 3,438.58 kr | 2,500.00 kr |
| Board Meetings | 9,952.64 kr | 10,000.00 kr |
| Education | 6,754.00 kr | 10,000.00 kr |
| Events | 20,429.56 kr | 30,000.00 kr |
| Fuel | 1,956.45 kr | 4,000.00 kr |
| Insurance | 21,445.00 kr | 22,000.00 kr |
| Maintenance ALL | 65,461.93 kr | 70,000.00 kr |
| New assets | 42,316.00 kr | 8,000.00 kr |
| Marina | 76,500.00 kr | 57,000.00 kr |
| Refund dugnad fees | 0.00 kr | 3,000.00 kr |
| Transportation | 782.50 kr | 1,500.00 kr |
| RAN | 23,605.50 kr | 24,000.00 kr |
| Regatta | 0.00 kr | 15,000.00 kr |
| Student championships | 0.00 kr | 15,000.00 kr |
| TOTAL expenses | | 277,857.50 kr |
| Loss | | 35,096.50 kr |

Please note that 2023 result amounts can be different compared to the financial report of 2023 since the amounts have been changed to be more relevant to the specific item. For instance costs associated with new items have been taken out of the original item, and the income from membership fees in 2022 through Rubic has been removed.

GENERAL

We have chosen to budget at a slight loss based on the amount of profit made in 2023. As an association we cannot make a profit and already have an adequate reserve in case of unexpected costs. This money is mainly used to increase the amounts of non-recurring costs like maintenance.

INCOME

Membership-Merch-RAN

We have had a high number of new members in 2023. For 2024 we expect to have around the same capacity and interest.

Since our income covers our costs we do not change the membership fees for 2024.

Main board transfer

We were given a grant from the main board corresponding to our membership numbers of 2023. This amount is still lower than normal due to BSI not having received a full grant after not sending in a request in 2022. We and BSI expect this amount to be normal again in 2025.

Other

This is meant for other income like bank interest and other grants.

Moms kompensasjon

As a volunteer organization we can request a partial reimbursement of our paid value added tax. The amount is based on last year's expenses.

Expenses

In general the budgeted expenses are based on the incurred expenses last year, with a slight increase based on the high inflation rate last year.

Idretsrådet membership fee

This was previously categorized as insurance costs.

Payment fees

This was previously categorized under income. 3% of payments processed through our payments provider.

Education

We expect to have more skippers and have therefore increased our education budget slightly.

Fuel

There was significantly lower usage of the fuel budget in the previous years which is why this is lowered.

Maintenance

There is some larger due maintenance planned in the spring.

New assets

This item mainly covered the purchase of a number of new sails last year which is why it is lower this year.

Marina

Last year we had higher costs due to rental costs from 2022 being paid that year.

RAN

We have currently planned to go break even on the RAN trip meaning that our income should cover the costs. However, depending on the financial situation we might opt to increase the budget here allowing us to for exemple rent more boats for the trip.

Regatta

Last year, we started participating more in regattas, but haven't had any costs associated with that yet. This budget is meant for costs like a participation fee, gear, or maintenance costs associated with preparing our boats for regattas.

Student championships

Together with NTNUI sailing we are organizing a student championship which is currently planned for after the summer. This amount is meant as a starting budget and to cover the financial risk. The rest of the costs are expected to be covered by a participation fee, grants and other income.

8 MEMBERSHIP DURATION AND PRICE

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 2024

| Roles | Candidate(s) | Votes (For/Against/Abstain) |
|---|---------------------|--|
| President | | |
| Vice-President | | |
| Treasurer | | |
| Skipper manager | | |
| Express manager (Schmelnick) | | |
| Express manager (Juli) | | |
| Delta manager (Bella) | | |
| Communications manager | | |
| Social & Events | | |
| Non-board position: Regatta manager | | |
| Non-board position: Webmaster | | |

APPENDIX A: BOARD MEMBER ROLES 2024

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.