

# **NEWPORT YACHT CLUB**

## **Stoney Creek INC**

### **Minutes**

**Jan 9, 2018**

### **Stoney Creek Town Hall**

#### **Call to Order:**

Commodore Michael Rushton called the meeting to order at 6:34 PM.

In addition to the Commodore, the following Board Members were present:

Doug Greenaway

Don Jarrett

Jeff Hansford

Nigel Reed

Terry Hughes

Janet Womack

#### **1. Regrets: None**

#### **2. Additions / Approval of Agenda**

Motion to approve the Agenda as amended was proposed, seconded and carried.

#### **3. Approval of Minutes:**

Minutes of the November 20, 2017 Board Meeting were reviewed by all present.

Motion to accept the Minutes was proposed, seconded and carried

#### **4. Business Arising from the Minutes:**

##### **Electrical Quotes for Floating Docks -**

1. The VC Property asked for approval from the BOD to proceed with the much needed electrical work at the Club. After securing quotes for the above, we are ready to award the contract to "Lifepath Electrical Solutions" who are a licensed and insured local electrical contractor. They have already met several times with VC Property and members of the property committee. We would like to proceed with repairs to 4 docks, B, C, E and F, immediately at a cost of \$4,766.90 each.

This price will be reduced with the contribution of labour by the property committee.

2. The VC Property asked for approval from the BOD to proceed with the cost of fabrication of 3 aluminum stands which are used to mount electrical boxes on. The above price includes the fabrication of 4 stands however, in preparation for the repairs to the remaining docks, we will need 3 more stands at a cost of \$598.90 each and total \$1,796.70. We will have the stands and boxes ready to go when we start the next phase of the repairs. The price of these will be deducted from the total repair cost i.e. \$4,766.90 for each of the remaining docks i.e. A, G and H.

**Motion made** to approve the expenditure of up to \$18,000 for the above repairs was proposed, seconded and carried

**Pumpout Spare Pump** – deferred to next meeting.

**Lighting for Sailboat** – It was noted we may need to seek clarification from the MOT and the Regional Government with respect to obtaining approval for lighting the sailboat on the pedestal. The consensus was it is better to ask for forgiveness than to seek permission. The use of flood lights was discussed. Further investigation to be conducted.

**Tracking of volunteer hours and what is needed to run our club** – A general discussion on tracking and recording methods to be used for 2018. This is also tied in to the determination of total volunteer hours required to run the Club. Volunteers and their hours worked will be posted on the bulletin boards and in the club house to add a little peer pressure. Each Director is tasked to advise the number of volunteer hours needed for their respective committees and report this information to Director of Marketing for the next meeting. The Commodore tabled a copy of pertinent bylaws from the National Yacht Club and a draft of an action plan for the NYC for discussion. (attached) The consensus was to not change the bylaws at this time. Modifications and clarifications were made to the draft action plan. (attached)

## **5. Treasurer's Report:**

- The First Quarter Financial Report indicates the Club is on track with last year's results. We are using some of our GIC to fund but not a significant amount.
- Actual Current Receivables are approximately \$2,000.00

-Concern was expressed over the two PWCs stored in the parking lot. The Treasurer will follow up with the owner.

-A couple experiencing poor health have surrendered their EMR. The decision was made to write off an unpaid Membership fee.

-Finance Committee- Only two volunteers have signed on so far and the Treasurer advised he needs more help with Fund Raising Opportunities.

-Contract Language- The VC Membership and the Treasurer will review the current contract to attempt to improve legal protection for the Club.

**Club House:** A \$16,000 contract has been signed with the IBI Group for consulting services pertaining to construction permits from the City of Hamilton. Meanwhile the Treasurer will get a third estimate for a property survey need for the Permit Application process.

**Motion made** to approve spending up to \$6,500 for a survey was proposed, seconded and carried

## **6. Standing Committee Reports”**

### **a. Membership:**

First meeting of Membership Committee for 2018 will take place Tuesday Jan 16<sup>th</sup>.

At this time we have the potential to have 6 new boats/members.

### **b. Property:**

**Pontoon Boat for Maintenance-** Search continues but the \$3,000 previously approved is insufficient to buy what is needed. It was recommended that funding approval be increased to \$6,400 as the boat is needed for the opening of the season. Further discussion and presentation of a motion was deferred to the next meeting.

**Sea Container** – The delivered cost for the Container is \$2,700, but a permit will be needed from the City. Further discussion deferred.

**Lights** – two light poles are missing. One poll fell over but has since been repaired and will be reinstalled. Light bulbs are being replaced as needed.

**Signage** – Liability Signs are ready for fabrication. Other signs to be made include Warning of Electric Shock potential, No Fishing/ Trespass, and Closed for the Season.

**Dock Master** – The VC Property is looking for three or four volunteers to assume the duties of Dock Master and Officer of the Day, to replace the summer student who had these duties previously. A full time Volunteer Harbour Master will

probably be Roger Cox. “Visitor Dock” signage will be installed this year to direct visitors where they can temporarily dock.

### **c. Marketing**

**Membership Survey** is in progress with 71 responses to date. Results so far indicate 14 were happy with the Club, except for weather and high water being the only complaints. 42 said they were happy with their slip assignment and 43 members said they will be returning in 2018. So far 6 members have indicated they will not be returning. More data to follow at next meeting.

**Print Ads-** The previously approved \$1,000 for print advertising has not been spent yet. But the V.C. Marketing feels increasing the budget to at least \$3,000 would be more effective. Print Advertising was approved by the Board in the Hamilton Spectator. An attempt will be made to have our advertising show up opposite Toronto Boat Show advertising. The VC Marketing will also research the cost to advertise in the Auto Trader-Boat Trader publication.

**McDonald Marine** – has asked the City for an extension of his lease. He also advised us he wants \$250 per member moving from his place to Newport.

### **d. SOCIAL**

**Commodore’s Ball** made \$600 profit and a good time was had by all who attended.

**Calendar of Events** – Jeff and Nigel will advise both Newsletter Editor and Director of Marketing of events to be posted on the calendar.

**e. ON WATER ACTIVITY** – The Committee Chairman is working on putting together a committee.

**GHYRA and Visiting Cruisers** – On-water and Property Directors will try to have visitors register when they come to Newport.

### **Crew Membership –**

**Motion made** to create a Sail Racing Crew Membership and charge \$25.00 per member for limited access to the harbour.

Motion: Deferred to next meeting for further discussion.

## **ACTION**

### **7. New Business:**

**Telephone Service** – We are attempting to have more phone lines and WIFI into the Club House. While further quotes will be obtained from Bell Canada, further discussion was deferred to next meeting.

**8. Next Meeting Date:** February 13, 2018 (postponed to March 14, 2018)

**9. Adjournment:** The Meeting was adjourned at 8:55 PM