

# NEWPORT YACHT CLUB

## Stoney Creek Inc.

Nov. 27, 2018

Home of Commodore

Michael Rushton

### Call to Order:

Commodore Michael Rushton called the meeting to order at 6:38. In addition to the Commodore, the following Board Members were present:

Peter Belanger (by telephone)

Darryl Field.

Jeff Hansford

Nigel Reed.

Gavin Rouble

Zena Thomas

Janet Womack

### Regrets: Wes Cox

## 1. Additions / Approval of Agenda

- Council of Commodores representative for Dec 3 meeting
- Signing Officers
- Business cards, web site, volunteers, News letter
- 2019 Budget Approval
- New EMR discussion, discuss possible relocation of the pump out.

Motion to approve the Agenda: Nigel Reed

Second: Darryl Field

Motion: Carried

## 2. Approval of Minutes:

Minutes of the Nov. 1, 2018 Board Meeting & the AGM Minutes

Motion to accept the Minutes: Nigel Reed

Second: Jeff Hansford

Motion: Carried

Minutes of the Nov. 15, 2018 AGM Minutes

Motion to accept the Minutes: Darryl Field

Second: Zena Thomas

Motion: Carried

## 3. Commodore Address - Welcome to the 2019 Board

- Introduction by the Commodore on Board Responsibilities and Protocol
- Signing Officer Appointment: normal signing officers are Commodore, Secretary/Treasurer and Vice Commodore. Bylaw 10.4 requires Officers to have been members for at least two years. **Motion made by** Zena Thomas that Jeff Hansford and Nigel Reed be appointed as Vice Commodores with Signing Authority.

Second: Janet Womack.

Motion: Carried

The Club Lawyer and the Bank will be advised of the names of the Board of Directors and the Signing Officers.

- Round Table sharing ideas of how we can make our club better and stronger in 2019. The following ideas were presented:
  - Day Time Social Activities such a Horse Shoe Tournament, Bagels with the Property VC
  - Library
  - What amenities do the younger members want? WIFI,
  - Paddling Group? Nigel looking at a launching system for kayaks and other paddle craft.
  - Beach Party
  - Club House Games
  - Name Tags
  - Force members to mingle at Mix and Mingles (draw table # from a hat)
  - Boat open house
  - Separate fund raisers from regular social events
  - Fishing Tournament in June
  
- The Commodore added that all great ideas and that as a Board we lead these items with volunteers; before any item is actioned it needs to be voted on by the Board – and any investments should have a reasonable return
  
- FOR EACH OF THE DIRECTORS assigned responsibility; Is Your Committee formed – who has committed to help – or how many you are in the process of recruiting?
- Volunteers - We must determine what members are interested in doing. There was agreement that the Club needs a Volunteer Pay Program.
- Directors at Large, Gavin and Darryl, were asked to take on the task of finishing what the 2018 Board began to document volunteer hours needed and develop a tracking system for volunteer hours – mandatory hours may be needed at some point and having facts will help us quantify the total cost to run this club
- If a Mandatory Hours program is needed; the mechanics of such a program will be developed by the Treasurer and Membership Chairperson for presentation to the BoD.

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

- Overview of Clubhouse Activity - Preliminary Letters of Intent signed. Next meeting with Developer scheduled for Nov 28, 2018.
- Dredging update — site visit of Steve (Tugs R Us)\_- Wes - Estimated start date April 15, 2019. Land side work can be done earlier if permits approved and access for heavy equipment is found.
- Permits needed – Doug Greenaway volunteered to assist with permits
- Jewitt – Commodore Michael will open discussion with Mr. Jewett regarding his two slips being supplied power and water and the need for anyone accessing the slips to be at least Social Members. Pending discussions, we can establish a fair cost for, maintenance, dredging, water and electricity.

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

- Budget for 2019 - deferred to next meeting. New Treasurer will table next month
- Transition Plan to train Pete Belanger. Deposit issues and approvals to be worked out between Pete and Doug. Also need to inventory clothing items. There is also an expectation that P&L and Balance Sheets will be emailed to the BoD with notes from the Treasurer on a monthly basis.
- Winter Storage Forms –invoices need to be sent to members with boats in the parking lot.
- October P & L and Balance sheet. Year over year as of Oct - down \$9,500
- An annual task is to inform the Lawyer and Bank of Board changes – forms exist to be completed ASAP

## 6. Standing Committee Reports

### Marketing

- The most effective marketing efforts in 2019 were Social Media, Sign on the Fence, Canadian Yachting Magazine article. New members should be surveyed to determine most effective. Our web site needs to be kept up to date.
- Business Cards to be ordered for Commodore, Sec Treasurer and Membership.
- News Letters - Contributions to be submitted by the end of the month. Newsletters scheduled to be published second week of December and end January.

### Membership:

- Transition is going well.
- Current membership update – telephone campaign to find out who is coming back and follow up on Insurance.
- So far, one new Patron for 2019, but lost 4 or 5 boats (Sea Ray, Trojan + two others). Down 185 boat feet but gained 142 boat feet for a net loss of 43 boat feet.

### Property:

- Dredging Update - see Business Arising.
- Neptune – temporary light and/or long-term fix. Discussion deferred to next meeting due to absence of Property Director.
- Club is closed and winterized
- Plans next year relative to a hired dock hand deferred. Volunteer Dock Master reports to Property Director.
- Big sign lakeside at entrance is needed with info for visiting boaters. Sign will need large easy to read font and lighting.

## ON WATER ACTIVITY

- Dock Master / Officer of the Day Program. Will check what other Clubs are doing and develop job description and sign up protocol.
- Do we need assigned Visitors Docks? Deferred.
- Jeff has a phone which Gavin will convert to Club phone.

## SOCIAL

Commodore's Ball Dec. 8. Break even is at 67 tickets. We will try to get exposure on CHCH.

## 7. New Business:

- **Assignment of DUTIES for the Directors at Large -**

Gavin:

- Status of the Telephone system - Routing System will be updated and WIFI on docks will be explored.
- By-Law Review – Chair a Committee – involve Membership Director – review with the Board
- Documentation of Volunteer Efforts needed to Run this Club – Increase volunteers

Darryl

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- Assist Membership with Insurance follow-up.
  
- Toronto Boat Show - Not enough volunteers available.
- Moving pump out to end of East Wall - deferred

- New EMR Structure - deferred

## **8. Next Meeting Date:**

The first Board meeting in 2019 is tentatively scheduled for Monday January 21, 2018

**9. Adjournment:** The Meeting was adjourned at 9:18 PM.