

NEWPORT YACHT CLUB  
Stoney Creek Inc.  
September 9, 2019  
Stoney Creek Town Hall

**Call to Order:**

The Commodore called the meeting to order at 6:32 PM. In addition to Commodore Michael Rushton; the following Board Members were present:

|                |                 |               |
|----------------|-----------------|---------------|
| Peter Belanger | Wes Cox         | Nigel Reed    |
| Darryl Fields  | Gavin Rouble    | Jeff Hansford |
| Zena Thomas    | Michael Rushton |               |

**Regrets:** Janet Womack

**1. Additions / Approval of Agenda:**

Motion to accept the agenda as amended was proposed, seconded and carried

**2. Approval of Minutes of July 30th meeting:**

Amendments to meeting minutes....

Motion to adopt the Minutes of the June 25th meeting was proposed, seconded and carried

**3. Business Arising from the Minutes:** (Carried over until completed or amended)

- **Big sign lakeside** at entrance with info for visiting boaters is being made by Ray Jones. Sign will have easy to read LARGE font and lighting at night. Wes Cox also advised he is trying to get a “freebie” banner for the fence but we may need a permit.
  - o Installation at harbor entrance will be delayed to spring 2020 due to amount of work involved in closing the club for the season.
  - o Fence signs on service road are awaiting price quotes and will be installed this fall
- **Increasing VOLUNTEERISM:** Director at Large Darryl was 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. A Spread Sheet was sent to the BOD. Each Director has been tasked to develop a list of jobs, volunteer hours required and add them to the Spread Sheet before next BOD Meeting. The Spread Sheet will then be posted in the Club House. Members will then be asked to fill it in with their name. Each square of the Sheet represents one hour of volunteer time. Jan Womack had presented research on volunteer hours and charges in lieu of hours previously. Best estimate to date is it requires 812 non director Volunteer hours. Membership will be advised of volunteer requirements at next A.G.M. or Special G.M. The question was raised do we need members to volunteer 25 hours, or will 10 hours be sufficient.
  - o Darryl to do a presentation at the meeting on Sept. 21<sup>st</sup> to educate members on our volunteer needs. A sign up sheet will be prepared for the communication meeting to build upon the list Zena started for new members and Commodore suggested adding in the names of known volunteers

- **Jewitt charges for maintenance and services – 2 slips**– One slip is for sale now to the club should we purchase? Jewitt claims he had an agreement that the slips came with electricity and water in perpetuity – from Rosart years ago – unsure if any documentation exists. Should we spend money to buy one slip when we have 75 vacant?
  - Michael and Peter have spoken to Jewitt re: the slip. Offer was extended for the club to purchase the slip for \$16k.
  - Motion: to negotiate \$14k to \$20K for both slips, possibly offer free dockage to Jewitt for his personal boat only for his lifetime as a sweetener if needed was proposed, seconded and carried. Commodore & Treasurer to negotiate.
- Trailers in Parking Lot - must be registered with the Club or they will be subject to fines and removal at owner's expense – who will action?
  - Currently, all trailers in the parking lot are registered with the club.
  - Educate members that we will NOT be storing trailers over the winter this year at general meeting on Sept. 21<sup>st</sup>.
  - Educate that all trailers must be tagged with member numbers at general meeting on Sept. 21<sup>st</sup>, they are short term use and not summer or winter storage

## AGM

- Janet has completed her service on the Board and we need a replacement for her – this position needs to be elected and the Membership Director and Treasurer normally manage elections with Commodore guidance. We have at least one member interested but we must follow a process that all members can apply to serve on the Board and stand for election at the AGM. There is insufficient timing to do an election at Sept 21 and therefore we need a meeting on Nov. for voting in addition to a full membership communication meeting on Sept. 21 afternoon.
1. **Sept 21 COMMUNICATION General meeting** – suggestion; Highlights of the year to date: updates from Commodore / Treasurer/ Marketing / Property / Membership / On-Water and Social as well as Gavin on Wifi and Darryl on need for more volunteers – Clubhouse status report by Commodore. Newsletter has already mentioned this meeting and we need to publish with each Social memo weekly
    - Each director to provide a 5 - 10 minute presentation on this year's accomplishments
    - Meeting to commence at 4pm for meeting with expectation to last 90 minutes.(9 presenters)
    - There should be time for questions allowed
  2. Agenda needs to be drafted for November AGM– what date will elections & closing AGM be held? Possible vote on clubhouse proposal – Treasurer and Membership with Commodore to work on this based on the past several years process for holding elections.

### AGM Topics to present to members

- The need for By-law changes – possible votes on some
- Election of Directors - Who will stand for their position again next year
- Clubhouse RFP results and recommendation – vote on direction – plus absentee ballots

- Re-Hiring of club accountant

### **RFP Outcome –**

A letter of invitation to participate in an RFP for club development in exchange for land was sent to over 40 individuals, RFP documents were sent to five seriously interested parties with an August 30 due date.

A special meeting was held by the clubhouse committee to review all received on Sept 5<sup>th</sup>

Unanimous recommendation to proceed with 2 finalists' developer understanding that the Board will support a mid-rise development – details to be shared with members as they are finalized – but at this point still a negotiation and financial modelling exercise by the developers – nothing firm to share at this point.

Developers want a letter to signify Board membership support at a high level before they will invest more money to flesh out details. Vote needed on if we will support a mid-rise and more land needed but with deeded parking in the building.

- Michael to go back to the 2 builders interested, inform them that they are 1 of 2 finalists, and ask for more to present to membership to justify the increase in size of land sale.
- Board voted unanimously to move forward with these two finalists who have requested confidentiality until their proposals are fleshed out
- Next step is Michael to take this to the lawyer for review of a written response

## **4. Standing Committee Reports**

### **Marketing:**

### **Membership:**

- We are up boat feet 330 YTD & the significant financial impact of new members

### **For discussion...**

- Membership would like to recommend a 1 year suspension of "initiation fees only" for NEW PWC members only, to see if we can attract some that we lost
  - a. Motion to drop the initiation fees for new PWC members was proposed, seconded and carried.

### **New policies for discussion...**

- The board has the right to re-assign slips based on availability. Slips will NOT be re-assigned if an appropriate size slip IS available
  - b. Motion: to create policy to reflect this & publish was proposed, seconded and carried.
- Small boats in large slips are required to pay a minimum footage premium should they request to stay in a larger slip – prior policy established as 75% of the maximum boat size a slip will hold – need
  - c. Voted – all in favour to formalize this policy also and publish.

- Discussion about member on H Dock...selling of boat, gave notice this summer of relinquishing EMR (\$6500.00), buying new smaller boat, wanting EMR back, wanting to maintain existing slip.
    - d. No charge to be implemented in this situation and the club will not need to repay the \$6500.
  - Offer of a Donated boat for a Junior Sailing Program
    - e. Newport is not a registered charity and therefore unable to issue a tax receipt
    - f. Alternative would be to auction it off with a reserve amount on Sept. 21<sup>st</sup>
  - Create of “Cruising Membership” with X nights at Newport and a membership card - \$300.00?
    - g. Deferred for further consideration / discussion at next meeting
1. Life Jacket Policy for children –plan to execute when & how
  2. Life Jacket Loaner program for adults - plan to execute when & how

## Property

- Weed cutting volunteers needed in the short term option for a powered machine being researched
- Planning for next year’s improvements and boardwalk repairs planned
- Dredging will be arranged for next spring – report at next meeting
- Suggestion to split club house cleaning and management from Property
  - For 2020 season, budget will reflect hiring 2 people working 4 days each to ensure all duties + cleaning the clubhouse are covered 7 days a week

## On Water:

- Due to demand of access we are starting to communicate with reciprocal clubs earlier this year.
- Next year calendar of events needs to be established and will be worked on this winter
- Mapping the channel bottom needs to be done, before the pontoon is removed

## Social

1. Net income raised year to date is \$8071 – last year to date was about \$300 higher net
2. Flyer going out to our neighbors without memberships showing our beautiful harbour with boats and without boats photo shopped with tall weeds
3. Update on closing party and other functions

## At Large - Gavin

- Club Wifi Rollout – installation happening Sept. 10<sup>th</sup>

- By-law Review – needs to be written as a package that members can review in advance – A) current by-law B) proposed C) reasons for change
- Gavin will draft and Board review and recommendation needed – then it needs to be emailed in advance of the November AGM

### **Treasurer's Report:**

1. Update on August Financial highlights
2. Review of competitive rates and suggestions for changes in seeking board approval for the following items discussed at a meeting between Commodore, Finance and Membership on Aug 15, 2019
  - \$300.00 deposit for all patron members prior to Dec 31 to secure same slip for following year – Unanimously approved
  - Dinghies requiring their own slip – Previous rate \$450.00 – New rate \$400.00 (decrease of \$50.00) - Dinghies and PWC requiring own slip will be allowed in designated slips only – Approved unanimously
  - SeaDoo's / PWC – previous rate \$750.00 – New rate \$500.00 (decrease of \$250.00) – Approved - unanimously
  - Social Membership Dues – Previous \$125.00 – new \$150.00 – Not Approved, rates to stay the same
  - \$5.00 per foot reduction for Patron members not requiring power – Not approved
  - 2020 dues \$275.00 (already agreed upon) – Approved
  - All monies paid are non-refundable – Approved
  - Fines – create a set fine for not complying with instruction by the Board/Club – Deferred until formal disciplinary policy is developed.
  - Initiation fees – members who leave or don't pay dues for a year must be pay initiation fees if they rejoin. – Not approved
  - Treasurer to review changes accepted at Sept. 21<sup>st</sup> meeting and work with marketing to update our Web-site on rates and fees ASAP

### **5. New Business:**

## 6. Next Meeting Date:

The next Board meeting is scheduled for **FRIDAY Sept. 20<sup>th</sup>** ; 6:30 PM at the home of Michael Rushton 113 Edgewater Drive

Purpose:

1. Run through & time our 90 minute communication meeting
2. Review additional information ***if available*** from 2 finalist developers in RFP
3. Review election timeline for year end AGM following past practice
4. Schedule the October Board meeting date
  - If time allows - Review status on By-law changes

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