



# Alexandra Yacht Club Board of Directors

## Meeting Minutes April 4, 2020

### Present:

Ken Daisley, Commodore  
Dan Peel, Vice Commodore  
Greg Shears, Rear-Commodore  
Phil Dunk, House Director  
Gareth Clemo, Fleet Captain  
Jay Wallace, Secretary  
Keith Whalen, Treasurer  
Alison Honey Woods, Social Director  
Lee Silver, Communications Director  
Bjarne Pedersen, Membership Director

### 1. Call to order

Commodore called the meeting to order at 9:15 am.

### 2. Approval of Agenda

Moved by Ken Daisley, 2nd by Phil Dunk that the agenda be approved as presented. Carried.

### 3. Approval of Minutes of Previous Meeting

The minutes of the January meeting were previously approved.

### 4. Business Arising

#### 4.1 Review the 2020 budget/operating budget [Keith].

The spend levels remain the same as last year. There is \$1600 charge for credit card fees to be reconciled next statement.

Insurance annual increase is a small % overall. The Directors insurance fee is the same. The office expense is the same. The realty and rent expense is up a small %. There is a budget of \$7k-8k for the docks maintenance and reconfiguration. The fireplace repair is TBD and the bathroom reno has been recorded as a leasehold improvement. I am still tabulating that final billing. The social budget expense remains the same for the year. The hydro and gas charges remain at the same level. I will review and assess the Bell charges breakout for club phone and internet. The water bill was \$2500 from the prior water line breaks we are now monitored to prevent future problems.



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The crane charges remain the same. There are no estimated yard expenses for the year. Overall we have recorded \$134k in revenue to date; there are 5 members with outstanding fees of \$8k. The rent to the city is paid for the year. The Sea Wall Repair claim to the insurance company has paid out @ \$30,400.

4.2 OOD/House Duties, Roster, Work Assignment, Management [Phil/Dan]  
How to deal in a seamless way with OOD issues i.e. no shows, maintenance not complete? Objective is to create a deadline date to sign up for duties and balance the workload hours based on required seasonal duties. Let's keep it simple. All records should be tabulated within the fiscal year.

There must be a cut off date for the sign up. Dan and Phil stress the issue of physical capability be considered on the assigned day, Gareth suggested to base the seasonal job duties on the members skill set on the day. Post a notice on board if you as the OOD are not able to complete a task please record it. Keith agrees to the simplicity principal.

Do we have more members than the days available? Reconcile that number with the Snr and Asc members in total, Phil to review that issue. Keith states the bylaw says if you miss your assigned day the charge is \$250. Gareth said they could appeal that charge to the BOD. Keith states the BOD are exempt from OOD so as to give all members a chance at the OOD, you sign up for 1 day you get 10-4 hr. shift, then you get 5 hrs. recorded. Dan and Phil to draft a notice of instruction on this matter.

4.3 Liability Insurance evaluate Marina vs. Yacht Club policy quotes TBD [Dan/Gareth] COC meeting issue of racing liability? Seems to be a policy lapse for using owner's boats for club work? Club not insured for liability for non-owned boats, also has the club declined coverage for lifting equipment TBD? Hence are we ensured for theft i.e. the telehandler? At the COC meeting they proposed a mass group policy for all clubs as per COC potential proposal in 2021? Keith and Gareth to have a call with our broker to clear these insurance issues.

4.4 New membership category sup/kayak an option to create a task force evaluation to analyze the pros and cons? Does a low fee justify the membership category? What is the net benefit, are we creating a pool of potential members.

**Note** a member fee range of \$1000- \$1500 and drafting of new rules for this



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category were recorded in the January meeting. Bjarne and Alison to review.

4.5 Master membership list per Colin Smith [Ken/Jay] Ken to follow up w Colin. This detailed list to include boat specs as well.

4.6 File room org per Mary Brock [Keith/Jay] Mary will to this when the boardroom is cleared up of reno tools etc.

4.7 Commission water survey for mooring field boundary [Keith] deferred to next meeting and will get quotes

### 5. New Business

5.1 Create a members yard access timeline for individual boat work? Post Lock-down? Dan states the lock down holds at least till April 16 by the current policy Gov't ON, the yard survey duties are being performed by BOD, crane is considered essential service and they are on standby. Talk of other clubs now pushing their launch dates to late May or June potentially.

5.2 Under the launch umbrella; Dock Assignments [Greg]. Swing Mooring Plan [Greg/Bjarne] not blocked out yet till launch date is set cannot move forward till then, the high water temp docks work crew is also on stand by readiness, slip assignments posted by Apr 14 they look to be 95% the same, all is pending a launch date.

5.3 **Spring membership meeting** Agenda and Plan. Date? [All] due to circumstances the BOD will send out information report summary to all members and defer any votes until the Fall AGM is held.

5.4 10 year financial planning [What's next? What's after that?] [All] Greg waiting on quote for main dock repairs timing Sept. Oct., chq received for the



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sea wall ins \$30,400, Dan no plans for yard work or improvements this year, Paul Oliver, Eddie Gerick, on special committee have looked at the 10 yr. plan, now BOD should review next meeting.

The board will take this on for regular review Keith moved and Gareth passed the motion, Ken and Keith to draft letter out to them discharging the committee prior to the Fall AGM

5.5 New Members, Arriving and Departing, Bastian Pfannkuche and, Bob Gavockie and Gerhard debentures returned? Julia applied for membership status / Keith motions and Bjarne 2<sup>nd</sup>, she is accepted. Jay to send letter [Bjarne] reports that 5 new members applied with small boats wanting swing mooring, 12 other enquiries for slips. Greg/Bjarne to review slips assg, Barnje to copy BOD with profile and boat info. Dan, Allison, Mark approved for upgrade and Hugh Nicolson. Michael Emojia issue with potential Bene '42. Keith/Jay draft letter to with no guarantee of slip. Keith to purchase zoom for club and arrange a meeting interview with potential members May 6, Bjarne to meet with them in advance before May meeting.

Also a Discussion of Life membership status deferred for next BOD meeting.

5.6 Sail Past Plan [Alison] all ready planned but pending the city shut down deferred till the next BOD meeting

5.7 Ontario Sailing Council of Commodores Membership [Keith/Ken] 2400 annual fee Keith to review how to reduce the fee moving forward. There was an agreed perceived value of this membership.

5.8 Racing Program Management [Gareth] the relationship with the National is somewhat weak, as they want to charge us for participating, we may go back to running our races ourselves and disassociate ourselves with joint participation. We have to get approval from the Ports Auth, so we should file, Gareth will look into the process to apply for permit, deferred to next meeting



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### 6. Directors' Reports

6.1 Ken to stay on top of covid-19 gov't policy and communicate informed decisions to the members, I will also look at the club rules for special committees specific period of operations for discussion on the **next agenda**

6.2 Dan April 18 yard closed pending the Ont and city regs gates will remain pad locked Keith/Gareth to take over the FOB info that will go on the master list

6.3 Greg all dock and slip plans are on hold next meeting will update

6.4 Keith still working on the book keeper quote and work load duty. Also will activate a quick file receipt feature for accounting purposes

6.5 Phil washrooms are 95% finished, will go over the \$ with Keith and will continue with fireplace repair. The heating will be shut down and rewired properly.

6.6 Lee has made members list for booking of OOD sign up date TBD

6.7 Alison I have sent my 2020 working budget and the menu for this year's Sail Past dinner provided by Yorkshire Pudding catering for review. I am going with the same food station model from the past 2 years. Outside of YP you will see I have a budget column for "Oyster Bar" - it will be Wes running that again. I found a 3 piece band called James Merrin and the Midnight Riders to play the event. They are a cover band, they've played other yacht clubs on the lake – they look fun. And they're within budget. I have also asked Don Williams to do some games before dinner and play background music during dinner before the band goes on. The "rentals" in the sail past budget covers another bouncy castle should we decide to go that route for the children's party, along with any required additional tables, chairs, table cloths, etc. "Staffing" covers a dedicated bartender and 2 babysitters for the kids party from 5pm-9pm. My numbers for Sail Past are based on 200 guests - 124 members paying \$60 and 76 guests paying \$40, but we could have more paying guests than that and I don't anticipate every single member attending.

This year instead of a 50/50 charity draw I would like to do a charity raffle in support of The Broad Reach Foundation (unless someone has another charity they'd like to support). I have already started sourcing prizes and plan to sell tickets in advance and at the event for \$10/ticket. Let's hope we're all allowed to gather in numbers by June 20th!



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6.8 Bjorne nothing to report

6.9 Gareth nothing to report

6.10 Jay nothing to report

### 7. Adjournment

7.1 The meeting adjourned at 11:56 am following a motion by Ken Daisley, seconded by Phil Dunk.

### 8. Next meeting

8.1 The next meeting of the Board is scheduled is for Wednesday, **May 6, 2020 at 6:30 pm**. The BOD 2020 schedule is outlined as the first Wednesday of every month in 2020 with the exclusion of an August meeting.