

**Alexandra Yacht Club  
Board of Directors Meeting  
Board Minutes  
February 3, 2021**

**Present via Zoom:**

Commodore, Nick Pitt  
Vice Commodore (Yard), Bjarne Pedersen  
Rear Commodore (Docks), Geoff Gurr  
Treasurer, Scott Durdle  
House Director, Phil Dunk  
Social Director, Wesley Spencer  
Membership Director, Alison Honey Woods  
Communications Director, Lee Sliver  
Fleet Captain, Gareth Clemo,  
Secretary, Bill Morris

**Regrets:**

None

**1. Call to order**

Quorum having been achieved, the Commodore called the meeting to order at 6:39 p.m.

Nick provided some opening remarks, regarding the break in, correspondence with the National. He urged directors to 'stay in their lane'. He is stressed the importance of directors submitting their report in a timely manner.

**2. Review and approval of Agenda**

**M/S Gareth Clemo/Nick Pitt**

That the agenda be approved as presented.

**Carried**

**3. Review and Approval of Minutes of Jan. 6<sup>th</sup>**

**M/S Gareth Clemo/Nick Pitt**

That the Minutes of January 6<sup>th</sup> be approved as presented.

**Carried**

**4. Action List & Matters Arising**

**Waterlot Survey**

The surveyor has attempted to find historical documents, without success. Scott is setting up a meeting with the surveyor, and former directors who were working on this item. Ongoing matter.

### **Gate and Camera System**

Bjarne reported that we had two break ins, and the camera system didn't provide clear images of the intruder. They have been replaced with a system AYC owns, that appear to provide better quality. Some discussion is ongoing with Node 9 regarding the go-forward. Both systems are operational. The police recommended upgrading the cameras. The new cameras are a good interim solution, but they may not be the permanent solution.

### **Insurance Coverage**

Bjarne has contacted another carrier they are working on providing a quote. The current coverage expires in July.

### **Post Haul-out**

### **Ongoing Item.**

## **5. Directors Reports**

### **Commodore**

Nick thanked Scott for arranging the MS teams link.

Two break ins, through the Hydro gate. Police and Insurers contacted. Hydro has been notified, and it appears it is no longer used.

Correspondence with NYC. We declined their offer to sap land for our Waterloo. the response was friendly.

Scott, Wes, and Bjarne, will continue to pursue the camera matter and report back with a solution at the next meeting.

### **Vice Commodore**

Bjarne recommended a change to the rules regarding summer storage. Nick will assist with word-smithing a formal amendment for the Board's consideration.

A number of rule changes were discussed. Feedback was provided. Similarly, formal changes will be brought back for consideration.

Crane / Launch.

Discussions with Amherst Crane. We're looking at coordinating with NYC launch date. Tentative AYC date scheduled for Thursday April 30, Friday May 1<sup>st</sup>. Actual date TBD pending COVID restrictions.

Garbage pick up.

Waste Management. Deferred until further notice. March-April possibly.

Signage:

- Area under 24 hr surveillance. Video Cameras.
- Private – No Entry. Members and Guests Only.
- Danger – Moving Gate.
- No combustibles, No inflammables.
- No Parking. Handicap Parking Only.
- Enter at own Risk.
- Traffic Flow Direction Arrows.
- Slow. No Wake.
- Alexandra Yacht Club. 1906
- Dog related Signage

Bollards & Pilons

Caution, Reflector Tape

Lighting:

The first item on my list as Vice Commodore was to audit the exterior lighting. I am a Certified Lighting Designer. With consideration to security cameras I propose to develop a lighting plan that follows the best practices of the IES, as well as Dark Sky friendly, and limiting glare and light trespass to our neighbours.

General Maintenance and Upkeep.

Yard Maintenance sheet / schedule. Sign-up.

- Grass Cutting.
- Broom / sweep driveway.
- Gardens, Plants, Water, Prune, Rake,
- Parking area supervision, and maintenance.
- General, Patch-paint-make good. Fences, barriers, wayfinding.

Minor Improvements:

- Locker security enhancements. (Hinges, Dead bolt, Locks)
- Privacy Lattice Replacement. (At perimeter chain link fence)
- Fence at Crane Rebuild.
- Security enhancements at perimeter.
- Planter Boxes. Plants.
- Low Maintenance Garden. Plants & Garden Supplies.
- Mobile Corral fences for Safety and Privacy.

Budget Estimate 2021:

Signage + General Maintenance & Upkeep + Yard Improvements + New Lighting = Total \$5000 to \$7500

Launch will happen Saturday May 1st or Friday April 30th. Bjarne will contact the Vice Commodore at NYC regarding the date they are launching, and coordinate.

## **Rear Commodore**

Reporting on completion of and needs no discussion:

1. 2021 docks Budget

Reporting on latest updates and open short discussion on:

2. Access dock request

**In Camera Item. Geoff introduced the item, and will report back at the next meeting.**

Reporting on progress of and needs no discussion:

3. 2021 dock plan/slip assignments

## **Membership**

Alison noted there are five applications posted.

She also requested a stand-alone meeting to provide approval, to accommodate the approval process.

The meeting will be held on Feb 17th, at 6:30. Alison will schedule the meetings.

Alison suggested a change to the by-laws allow the directors to rebate the sail-past fees. Nick, Alison, Gareth, to work on this issue.

## **House**

This year I will be reverting back to the two-member system for Maintenance duties. Here is the rationale:

After consulting with the Rear Commodore, we will not be doing reciprocals this year. Therefore, there is no need to keep members at the club for 5 hours.

Last year the volunteer sign up was no better than previous years.

Too many work hours were dedicated to Club Maintenance/OOD program leaving too little hours for other volunteer program

The club was no cleaner, when you factor in the near zero use of the club than previous years. No shows were higher.

The program will start two weeks before launch and two weeks after haul out. Sign ups will be posted on the internet at that time. (Two weeks would change if we follow the program of last year giving members access to their boats).

I have modified the work sheets to cover the complaint that all the work couldn't be done in the time allowed. The new work sheets takes care of the issue.\*

Phill and Bill to work on site maintenance plan and report beck.

## **Social**

Uncertainty in relation to COVID makes planning difficult.

## **Treasurer**

### **Accounts Overview:**

Account Balances (Dec 31):

- TD Bank Chequing       \$68,212.71
- Tangerine Savings       \$121,221.57
- Total   \$189,434.28

Income (Dec 1 – 31):

- TD Bank \$59,411.62
- Tangerine \$0.00

Expenses (Dec 1 – 31):

- TD Bank \$5,050.82 (\$2,450.82 expenses, plus one debenture rtn)
- Tangerine \$0.00

Account Balances (Jan 28):

- TD Bank Chequing       \$122,573.51
- Tangerine Savings       \$121,221.57
- Total   \$243,795.08

### **Planned Upcoming Income/Expenses in January 2021:**

- Reissuing of Summer 2021 invoiced plus late fees for those who haven't paid dues by January 31, 2021

### **Treasurer Notes:**

- Financial position is in average standing relative to five years of comparative data of same period.
- Transitioning Tangerine savings account authorization to new board → online login transfer completed.

- Investigating benefits of combining both banks accounts to one institution, and/or alternate bank account types in an effort to reduce fees (costs of cheques/e-transfers/min. balances to avoid fees/etc.), increase interest, and be physically closer to the club to aid in future signing authorization changes → no change
- Continue discussion with City/MPAC regarding possible returning of passed paid property tax considering recently reduced property valuation (with Keith support as offered) → no change
- Review reoccurring expenses and look for savings with respective board members (ie: accounting software, gate FOB software, waste collection, internet, crane, etc.) → no change
- Reviewing and updating membership list for billing purposes → complete. Updating website membership list with any changed data → outstanding.
- NEW: Previous Board issued PO worth ~\$3K for legal survey of AYC/NYC water lot boundary, expense/service outstanding, Treasurer in discussion with Board/Survey firm to refine/reduction of service scope now that NYC proposal's no more → Scott to arrange for meeting between PO initiators and new board members of interest to confirm expected remaining services

# Profit and Loss

Alexandra Yacht Club

For the period 31 December 2020 to 28 January 2021

Cash Basis

31 DEC 2020-28 JAN  
2021

<b>Trading Income</b>	
Annual Associate Member Dues	800.00
Annual Senior Member Dues	26,400.00
Interest Income	46.19
Locker Rental	1,125.00
Regatta	45.00
Revenue Adjustments	20.00
Social Fees & Ticket Sales	2,040.00
Summer Moorings (Dock Fee)	21,773.96
Winter Storage	(406.00)
<b>Total Trading Income</b>	<b>51,784.17</b>
<b>Gross Profit</b>	<b>51,784.17</b>
<b>Operating Expenses</b>	
Administration - Bank Fees	20.00
Administration - Office Expenses	29.00
Facilities - Heating/Water Maintenance	24.47
Social - Sail Past	(900.00)
Utilities - Electricity Expenses	240.29
Utilities - Gas Expenses	249.24
Utilities - Telephone Expenses	166.71
Utilities - Water Expenses	602.81
Yard - Waste Management	608.69
<b>Total Operating Expenses</b>	<b>1,272.21</b>
<b>Net Profit</b>	<b>50,511.96</b>
<b>non-current liabilities</b>	
Building Debentures	194,000.00
Dock Debentures	57,000.00
<b>Total Non-current Liabilities</b>	<b>251,000.00</b>
<b>Total Liabilities</b>	<b>298,496.27</b>
<b>Net Assets</b>	<b>262,306.84</b>
<b>Equity</b>	
Current Year Earnings	77,729.60
Member's Equity	115,367.24
Reserve Fund	69,209.99
<b>Total Equity</b>	<b>262,306.84</b>

The issue of members without boats was discussed. It was agreed that members without boats will be charged on the basis of their intended boat size. They would still need to apply for the specific boat they are bringing into the club when the time arises. If it is bigger than the intended side, they will need to wait.

## Communications

Lee reported that he needs photos from Directors. Please get them in as soon as possible.

### **Secretary**

Minutes and correspondence is up to date.

It was agreed that we would proceed with the next general members meeting on the third Wednesday in April as has been our practice, and not in March as is indicated in the calendar.

Bill to advise members of the new GM date - April 17th.

### **Fleet Captain**

#### **6. Next Meeting**

Next meeting Wednesday March 6th

Adjourned:

#### **Action Items:**

Bjarne, Bill and Geoff will prepare a draft rule, for board consideration, regarding members staying aboard after bailout and before launch.

Bjarne and Nick will prepare a draft rule, for board consideration, regarding summer boat storage.

Scott, Wes, and Bjarne, will continue to pursue the camera matter and report back with a solution at the next meeting.

Scott is setting up a meeting with the surveyor, and former directors who were working on the Waterlot survey project.

Bjarne will flow up on the insurance quote.

Bjarne will contact the Vice Commodore at NYC regarding the date they are launching, and coordinate.

Alison to organize special meeting on Feb 17th to consider new membership applications.

Nick, Alison, Gareth, to consider and report back on how to handle sail-past fees.

Phill and Bill to work on site maintenance plan and report back.

Bill to advise members of the new GM date - April 17th.