

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

Present via MSTeams:

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

Regrets:

Vice Commodore (Yard), Bjarne Pedersen
Communications Director, Lee Sliver

1. Call to order

Quorum having been achieved, the Commodore called the meeting to order at 6:35 p.m. and passed chair duties over to Bill Morris.

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 Feb. 3rd, Feb. 17th and Feb 24th

M/S Gareth Clemo/Nick Pitt

That the Minutes of Feb 3rd, Feb 17th and Feb 24th be approved as presented.

Carried

4. Action List & Matters Arising

4.1 Post haul-out live aboard policy - Bjarne, Geoff & Bill

M/S Geoff Gurr/Nick Pitt

That the board propose the following Bylaw amendment at the upcoming general members meeting:

Staying Overnight Off-season

5.9 Members may not stay overnight aboard their boat or on club property during the period commencing 10 days after haul-out and ending 10 days prior to launch. Exceptions may only be granted with the prior written approval of a Flag Officer.

Carried

4.2 S Summer and Winter Boat Storage - Nick & Bjarne

Nick was in touch with TMC, and they appear interested in working with us to enable some of our members who don't have winter storage at AYC to be hauled and stored at their yard (at a cost similar to AYC's rate). Other opportunities are also being explored.

Bjarne wasn't available to speak to the summer storage issue.

4.3 In Camera Item - Scott, Wes, & Bjarne

Update provided.

4.4 Water lot survey - Scott

Scott reported no further action has occurred. There is no existing survey. We need to determine what we want, and whether the survey has value.

It was agreed that we will try to wind down the work on this and minimize the billing from the survey firm.

4.5 Insurance coverage - Bjarne

No report.

Scott noted that the directors liability insurance coverage requires renewal within the month. It was agreed the club will renew with the existing carrier.

4.5 Coordination Launch Date with NYC - Bjarne

Nick reported that April 23 is now the tentative date for launch. The crane has been booked.

4.6 Sail Past Fees - Nick, Alison & Gareth

M/S Alison Honey-Woods/Nick Pitt

That the Board propose the following Bylaw amendment respecting the 'Ongoing Payments' required of Senior and Associate Members, at the Spring General Members Meeting:

1. The word “event” be replaced by “Commodore’s Reception”. in S 2.1, (under subsection v. for ‘Senior Members’, subheading ‘Ongoing Payments’, and subsection iii. for ‘Associate Members’, subheading ‘Ongoing Payments’.

2. That the sentence, “If the Commodore’s Reception cannot be held, the Sail Past fee shall be carried over to the following year.” be added to both of the same subsections.

Carried

4.7 Site Maintenance Plan - Phil and Bill

Phil’s report provides an update.

5) Planning for Boating Season

Bill walked members through the grid of provincial restrictions.

Nick/Bill/Bjarne/Phil to meet and determine how to communicate the go-forward plan to members. This will be designed to promote awareness of the challenges associated with the prevailing COVID restrictions, and the how we can safely undertake the activities required to open the boating season, as Toronto reaches specific stages in the provincial colour coded restriction system.

6) Directors' Reports

Commodore

February was a much slower and more orderly month than December or January, thankfully. We returned as a club to something more like our usual mid-winter pace, ie. a hibernating facility and a board of directors with a more manageable load of ongoing work. I want to thank all of you for your diligence – this is a fun and creative board of directors. I enjoy its group energy.

Recently the Provincial Government released its timing guidelines for the Covid-19 vaccination scheduling and, sadly, it looks like it will be well into the summer before a significant portion of our membership has received their vaccinations. This slow rollout (in comparison with several other provinces) will undoubtedly affect the 2021 season in ways similar to the pandemic’s effect in 2020, including restrictions on the number of members on the property at one time and restrictions on accommodating visitors and vessels from other clubs. There are several issues that specific directors will have to plan for, and at the risk of being redundant because you have already begun this planning, let me run through these. For those of you who are new this season in your position (most of the board) please reach out as needed to your predecessor for their advice on this planning. We can all learn from them as they have been through all of this already. Here are the specific issues that come to mind:

– **The Spring GM:** Bill and Lee, please make sure that we have a plan for holding this meeting digitally if necessary. Scott seems to be well-versed in devising strategies for remote group meetings, so perhaps the three of you can work together. Bill is in charge of the event.

– **The Spring Dock Party:** Geoff this one is all you. Depending on where we are at with the pandemic you may have to custom design a smaller team that is composed of the best dock-skilled members. A couple of the new members that we have recently brought in may be of assistance in this. Don't hesitate to consult the outgoing rear commodore on this.

– **Launch and Yard Clean-up (including the cradle party):** Bjarne, these are all you. I can help you with the seawall or "splash" portion of launch – I know who I like in my crew. At the crane end of things don't hesitate to consult the outgoing vice commodore on this.

– **Sail Past and additional Social Events:** Wes and Alison, if cancellation is not an option that appeals to you, then creativity will be necessary in devising a way of holding these events. Don't be afraid to get creative – all of this is new to everyone. Perhaps there is an out of the box solution. Wes is in charge of these.

– **Daily Site Maintenance:** Phil, I realize that you are unhappy with the current situation for site maintenance, but in this specific pandemic situation having a member at the club seven days a week is a good way of addressing keeping door handles etc. well cleansed and sanitary. You did a superb job of this last year, so I don't need to advise too much on this. Perhaps work with Scott on increasing your budget for a significant cleanser expense similar to last year.

– **Thursday Night Racing and Club Cruise Events:** Gareth, as with the social events it may be necessary to think outside of the box if you want to have a racing program this year. Several of the new members expressed an interest in racing so perhaps there is an opportunity to grow the program. Please also manage our "Cruise Captain" (I believe that is his title – I don't know when this position was created) – to ensure that his events follow all Provincial guidelines and restrictions.

– **Communication with the Membership:** Lee, you have this very much under control. I do wish to advise the rest of the board to make sure that what you send to Lee is not going to be edited or re-designed in any major way – that's not Lee's style; what he puts up is what you send him, and it generally goes up very quickly – so make sure it is finished, error free and in a format that you are happy with. Lee, please also move access to the Bow Wave to the members-only section of the website, as per Scott's suggestion from last month. The newsletter is very much a members' benefit.

Which I think covers everything in terms of forward-looking planning and forgive me if you are way ahead of me on all of this. I just wanted to make sure that we were all in planning mode for another odd, out of the normal year.

In terms of my activities in February, I have done the following:

1. Designated past commodore, Ken Daisley, to be AYC's representative at the council of Commodores' meetings. He will report to me on those and I will record his hours as they accrue.
2. Contacted the senior member regarding the in camera matter. I am working with Geoff and Bill on this.
3. Participated in the interviewing and accepting of six great new members to AYC.
4. Been in regular communications with the Toronto Police services with regard to our January break-ins (this has been passed on to the Major Crimes Unit, as our culprit with the bolt cutters has been active elsewhere in the neighborhood).
5. Contacted the commodore of the Toronto multi-hull cruising club regarding winter storage for the vessels in our fleet that we cannot accommodate in our yard.
6. Ongoing work with Bjarne on addressing the unused vessels in our yard.

The Commodore from NYC has invited me their Sail Past, we will attempt to return the favour.

Vice Commodore

No report

Rear Commodore

1. Dock assignments will be solidifying pre-spring AGM. A large scale, laminated print out of the master plan will be placed on the bulletin board as usual, and a copy of the master plan will be emailed to Lee, to be sent to all the members, at the time of the conclusion of the spring AGM.
 2. With launch date apparently looking like a sure thing, a typical dock prep party will be scheduled 1 week before. (Pending covid...)
 3. Survey of water lot update is requested, I would like to advance on placing property borders into the 1:1 scale CAD plan.
 4. Note: dock accessibility upgrades will not be occurring immediately in the spring. I plan to wait a bit and see how covid allows us to do a work party. It only takes a week to get some jetfloats and hand rails in, so there's no rush.
- No other items of mention at this time.

Treasurer

Period Covered: Jan 28–Feb 26, 2021

Prepared By: Scott Durdle

Date Prepared: Feb 26, 2020

Accounts Overview:

Account Balances (Jan 28):

TD Bank Chequing \$122,573.51

Tangerine Savings \$121,221.57
\$243,795.08

Income(Dec1 –31):

TD Bank \$35,665.80
Tangerine \$46.33

Expenses (Dec 1 –31):

TD Bank \$2,856.40 (\$2,450.82 expenses, plus one debenture rtn)
Tangerine \$0.00

Account Balances (Feb 26):

TD Bank Chequing \$147,992.94
Tangerine Savings \$121,267.90
\$269,260.84

Planned Upcoming Income/Expenses next month:

- Remaining Summer 2021 invoices include late fees as applicable
- Income from new SeniorMember invoices expected
- Debenture transfers to resigned senior member expected as new senior members fulfil invoices
- City of Toronto Tax installment (auto withdrawn)
- Insurance Payment -Board Liability

Treasurer Notes:

- Transitioning Tangerine savings account authorization to new board→online login transfer completed.
- Investigating benefits of combining both banks accounts to one institution
- 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 service scope→Scott to arrange for meeting between PO initiators and new board members of interest to confirm expected remaining services
- Need to confirm remaining details of Operating Budget with Board during month of March

Attached: (circulated directly with report)

- Balance Sheet, as of Feb 26,2021
- Profit and Loss, For the period Jan 28, 2021to February 26, 2021

Membership

We have now accepted 6 new senior members to AYC. I do not have any pending membership applications with appropriate sized boats for now. Actively looking for potential members with boats 26 feet and under.

Two things I would like to discuss on the membership front:

The AYC bylaws state that all senior members must first be excepted as an associate member. This is not something that I had to do when I join the club, nor is it something that has been done during my time on the board-and I did not do that for any of the new six members. Is this something we should address?

Joint member status for existing senior member partners: Bill has drafted an acceptance letter for joint members to sign should any existing senior members wish their spouse/ domestic partner be recognized as a joint member. The wording in the bylaws say a senior member may write to the board notifying them of the request for joint member status, but there is no "procedure" outlined for the board to accept or reject, I would like to quickly discuss / clarify this.

Membership list: I would like to form a committee or just get 3 or 4 people to once and for all sort out a master membership list that is up to date and accurate and then agree who is responsible for it going forward. AYC bylaw says this job belongs to the Secretary. Should we discuss changing it to Membership?

Swerving into Wes's lane for a minute: Sail-Past fee. I would like to make an amendment to the bylaws stating "in the event Sailpast cannot be held the Sailpast fee shall carry forward to the following year." Scott I would like to discuss refunding the 2021 Sailpast fee that was collected, or once that bylaw is passed we carry 2020 forward to this year and 2021 pays for 2022 so there is no fee for members that year?

M/S Nick/Gareth

That board support and propose deletion of item i ("First have been accepted as an associate member") under the subheading 'Requirements' in S. 2.1. a of the Bylaws.
Carried

It was agreed that the board's practice will be to treat notifications from an existing senior member of their desire to have their spouse or life partner become a joint member, as a request requiring formal board approval.

M/S Gareth/Nick

That Jan Lockhart be accepted as a joint member.
Carried

House

I have been working with Bill Morris on crafting the outline for this year's Site Maintenance program. Before it can be completed there are several issues that need to be addressed:

Because of the large number of days that will be involved in this year's program we will be reducing the number of days for site maintenance to 5 days. Outside service and the day after the club is clean. Therefore, there is no need for Site Maintenance that day. The Rear Commodore has stated that this year he would not be accepting Reciprocals

this would eliminate the need to have a member at the club to receive in coming boats. Because of this, there is no need for a member to be there on Friday.

This year we will once again be facing a C19 year/launch. Last year a program for members to do work on their boat was established. This was a lead time of one month prior to launch following the guidelines set by the government. This will require a member to be there each day. The 5-day program will continue, after that, until two weeks after Haul Out. (32 weeks - 168 days)

When the Site Maintenance program starts at the above established time. Sign up must be in place at least 3 weeks prior to that time to allow members to sign up. After the three weeks we will then assign the open spaces to members that have not signed up for work hours.

Post Launch I will be putting together a work party, following colour coded guidelines for the club house to be cleaned in lieu of no Spring Clean-up .

*pre-launch will require 7 day a week clean up because of the high use of the club.

Communications

No Report

Social

Waiting for clarity on COVID restrictions.

Secretary

- Minutes are up to date and posted on the AYC site
- Preliminary notice of General Members meeting date (April 21st) circulated to membership via Bow Wave
- Action list and draft minutes from the previous meeting circulated
- Membership offer templates revised
- Proposed Bylaw amendment respecting staying overnight post haulout and prior to launch developed with Bjarne and Geoff
- Work with Phill on site maintenance proceeding well

Fleet Captain

Reciprocal Cruises - I've communicated with our cruise captain and he has agreed to put a hold on arranging reciprocal cruises until we have a better idea of what the summer will bring.

Club Boat - I've had an indication that an existing senior may be willing to donate his boat to the club as a club boat. I'd like to have a round table discussion on the merits of pursuing this.

Dinghies - I would like to have a conversation on whether the club has any interest in acquiring a couple of dinghies for the use of our member. If there is any interest, I'd

send out an ask to see if anyone has one floating around at their cottage they aren't using and would be will to donate. If there is an interest in getting said boats and no one has anything to offer one up I'd look at the used market to get a couple of boats.

The board confirmed the Fleet Captain's authority regarding the activities of the cruise captain, and expressed support for ensuring greater clarity and accountability in terms of the role.

It was agreed that the club was not interested in the particular boat rumoured to be available for donation.

7) Other Matters

- April General Members Meeting

Input was provided on the draft agenda circulated as part of meeting package.

It is assumed the meeting will be held digitally. Bill will work with Lee and Scott on the technical arrangements for conducting the meeting.

8) Next Meeting – Wednesday, April 7th, 2021 at 6:30 pm

Adjourned at 8:05

Action List:

- Bjarne and Nick to consider rules for summer storage and report back with proposed language (carry-over item).
- Bill and Phil to continue work on site maintenance plan (carry-over item).
- Bill, Nick, Phil, and Bjarne to met and develop communication bulletin for members that updates them on our planning regarding site access, prelaunch boat preparation, house access, and launch. This will be designed to promote awareness of the challenges associated with the prevailing COVID restrictions, and the how we can safely undertake the activities required to open the boating season, as Toronto reaches specific stages in the provincial colour coded restriction system.
- Bill to prepare Spring GM package for circulation to members no later than 14 days prior to the meeting.
- Scott and Bill to meet with former treasurer Keith Whalen regarding the tax reassessment settlement.
- Bill, Scott and Lee to develop plan for the spring GM to be conducted digitally.