

**PORTSMOUTH YACHT CLUB**  
**REPORT OF REGULAR MEETING OF BOARD OF DIRECTORS**  
**Thursday, Sept. 14, 2006**  
**At Portsmouth Yacht Club**  
**(Revision 1, 2006-09-26)**

PRESENT: Cmde Clark, V/C Blanchard, R/C Gebow, Treas. Rushforth, Secy/Dir Roberts, P/C Caruso, P/C Williams, Capts. Cunningham, Graper, Pappas, Seagren, Wajda

NOT PRESENT: P/C E. Wright

Cmde Clark called the meeting to order at the previously announced special time of 6:30 PM, followed by a discussion of PYC policies.

Cmde Clark adjourned the meeting at 7:00 to go in to Executive Session with a member of PYC.

Cmde Clark re-opened the regular meeting at 7:15 PM.

SECRETARY'S REPORTS OF PRIOR MEETINGS

Report of BOD Meeting of August 10, 2006 After discussion, it was MSP to accept the Secretary's Report as presented, and to post the report on the Website and on the secure bulletin board.

Report of the Special Meeting of August 19, 2006 After discussion, it was MSP to accept the above report as written, and to post it on the Website and on the secure bulletin board.

TREASURER'S REPORT

Treas. Rushforth presented the financial status as of August 31, 2006, consisting of a Balance Sheet and a Statement of Revenues and Expenses with comparison to budget and prior year. Year-to-date income was reported to be \$454,417.00. Direct and Operating Expense totaled \$339,314., yielding a net operating income of \$116,351 exclusive of interest and taxes. It was agreed that we will ask the two persons holding lockers not yet paid for to return the locker keys so that the lockers can be assigned to others. Treas. Rushforth commended Tim Driscoll for his excellent work in preparing our annual income tax report, at no charge to PYC. Rushforth announced his intention to present to Tim Driscoll, on behalf of PYC, a gift certificate to a local restaurant as a gesture of our thanks. This was unanimously agreed to by the BOD. After discussion, it was MSP to accept the Treasurer's Report as written, and place it on file subject to future audit.

REAR COMMODORE'S REPORT

DOCKS

I have been in contact on several occasions with Charlie Poole, principle of Custom Floats. He has forwarded a proposal for the replacement of our remaining old floats of the face dock. I have copies for each member. The proposal would replace the current four 30' floats with six twenty foot floats of the configuration of the new fuel floats.

MOORINGS

Capt. Dick Bicknell and Andy Courteau reported a vessel on our Eliot mooring most of the summer. Capt. Bicknell investigated and was able to speak to the apparent owner and informed him that it was a private mooring. Since no PYC member has wanted to use the mooring and town registration has been a problem, the Rear Commodore recommends removal of that mooring to save the expense.

## REAR COMMODORE'S REPORT, cont.

### STAFF

As reported last month our staff complement has been much reduced by the requirements of higher education. We have added one new staff member, Kevin Peyser, who has been duly checked out on our launch operation. He will pursue license requirements over the winter. Capts. Ron George, Steve Jefferson, Mark Roy, and George Almgren continue to help out when required.

### LAUNCH

The Eastern engine water problem has been resolved. On tear-down by Great Bay, the water jacket was found to be porous, allowing water into the crank case. Great Bay and Honda concluded this unusual event was a manufacturing problem and, therefore, was treated as warranty work. The engine was beyond normal warranty period. The end result is that we now have a "zero time" engine as the only remaining parts of the original engine are ancillary components i.e. ignition, alternator, etc.

After discussion, it was MSP to accept the above report as written.

After further discussion, it was MSP to accept the suggestion of R/C Gebow, and to remove the Sturgeon Creek mooring in Eliot.

## VICE COMMODORE'S REPORT

### Thanks, Social Committee:

As we approach the October closing of the Club, it is with warm and heartfelt appreciation that I express my thanks to all the members of the Social Committee who generously gave their time, efforts, thoughts, money, and good cheer in helping to make the 2006 Club season an enjoyable and memorable one. It has been a pleasure to work with such hardworking and talented people who know how to accomplish tasks in a productive and expedient manner. I thank them for helping to make my responsibilities easier and for promoting the social well-being of the Club.

### Kudos to the Membership:

This past season has been a most rewarding one for me in terms of member participation. Attendance at our functions has been awe-inspiring, with the presence of a large number of "regulars," interspersed with periodic "newcomers." Particularly rewarding was the attention they gave me during announcements. Several Past Vice Commodores had warned me that one of the most difficult tasks was to keep the audience quiet during announcements. In that regard, the membership was remarkably attentive! I also want to commend all those members who participated in the "wear-your-name-tag" door prize this season. We have never had so many members identifying themselves (although some spouses, on occasion, switched their name-tags). Finally, I want to thank the entire membership for its support in what I hope was a fun, relaxing, and enjoyable season.

### Special Recognition:

So many people deserve recognition for their contributions to the Club this past year, and I alluded to most of them above. However, I do want to give special recognition and thanks to the following.

VICE-COMMODORE'S REPORT, cont.

Special Recognition, cont.

**Commodore Charlie Clark-** Many have benefited from the generosity of Commodore Clark this past season. Not only has he been attentive to the needs of the Club, but his value-added contributions have been noteworthy. Charlie hired the band for the Past Commodore's Cocktail Party, has supplied a raffled bottle of wine for the "lucky" table at most of the Wednesday Night Dinners, and he and Laurie have contributed gift baskets for various raffles. Thanks, Charlie! You have added significantly to the quality atmosphere of the Club. It has been a pleasure working with you.

**Greg Gebow-** Few realize the details of keeping the Clubhouse and Docks presentable and available. Greg, with his Staff and the House & Docks Committee, has ensured that reality. Thanks, Greg, for an outstanding season of overseeing and improving the physical properties of the Club. Your efforts have risen above the acceptable and advanced to the exceptional. It has been a pleasure working with you.

**Ellen Blanchard-** Finally, I want to thank my wife, Ellen, for contributing the door prizes for the Name-Tag raffles this past season. It was extremely helpful to some of us "oldies" to see so many folks identifying themselves, in the event that we "temporarily forgot" their name. I also thank Ellen for contributing gift baskets for various raffles.

Activities during August and early September:

We have continued to have excellent participation in Club activities including Wednesday night dinners, Alonzo's Chicken BBQ, Past Commodore's Cocktail Party, Kinzer's Southern BBQ, Commodore's Chowder, Hawaiian Night, and Almgren's Tenderloin Beef. The Challenger's Cup Regatta was a huge success, with cooperating weather and high spirited participation. Members have taken advantage of good weather, when present (or even bad weather), by using the Club facilities for cook-outs and socializing.

Upcoming events for the remainder of September and October include:

- Sept. 17: Blanche Taccetta Memorial Cribbage Tournament
- Sept. 22: The second Annual Lobster Bake
- Sept. 23: The Dave Mower's Pursuit Race
- Sept. 24: The Annual Thornton Cup Club Race
- Oct. 11: Employee Appreciation Night
- Oct. 14: Closing Dinner Dance
- Oct. 19: Annual Meeting

After discussion, it was MSP to accept the above report as written.

COMMODORE'S REPORT

**PSA Request:** In response to the request of PSA for use of the PYC clubhouse for a function in September, I contacted the PSA Commodore and informed him of the BOD's expressed feelings in the matter. Those being: a) We do not accommodate private functions on Tuesday nights b) Our staff is severely depleted at this time of the season, which makes clean-up difficult, c) In response to the PSA Commodore's statement suggesting a "closer relationship between PSA and PYC in the future", the BOD views the current relationship as adequate.

## COMMODORE'S REPORT, cont.

Pepperrell Cove Yacht Club (PCYC) Organization: One of the last pieces of annual business was completed on 29 August 2006, as I met with Capt. John Carson, and we both signed the paperwork which maintains PCYC as a yacht club, if only on paper. This piece of paper goes to the State of Maine, and lists the officers/agents for PCYC. It is the mechanism that keeps the moorings in Maine under PYC control. One change was made in this year's letter, as we replaced Capt. Frank Butterworth with Capt. Bill Rushforth. This will speed up the process next year, as the paperwork from Maine will go directly to Capt. Rushforth, and not to Capt. Butterworth, as it did this year. I sent the required organizational letter to the State of Maine via Registered Mail, and gave a copy to our Secretary, Ken Roberts, for file.

Membership News: We currently have six applicants on the list, waiting to meet with the Membership Committee. In an effort to clear this list I have set up the following schedule.:

### Tuesday, 3 October at PYC, commencing at 7:00 PM

- a. Joseph & Lucy Boyle
- b. Gregory & Susan Mitchell
- c. Lee Belanger

### Tuesday, 10 October at PYC, commencing at 7:00 PM

- a. Gerald Gulley
- b. Kenneth Seitz
- c. Philip St. Germain

This information will appear in October's Newsletter, and I have started to contact the respective sponsors and co-sponsors, respectively, by phone.

After discussion, it was MSP to accept the Commodore's report as presented.

## CURRENT BUSINESS

Capital Improvement Fund After discussion, it was MSP to accept the proposals made by the Constitution and By-Laws Committee, as follows, and to present these changes to the membership at the Annual Meeting of October 19, 2006, with the unanimous recommendation of the BOD that they be adopted:

## **CONSTITUTION**

### ARTICLE IX- Duties of the Board of Directors

#### **Add - Section 3**

The Directors shall establish and maintain a combined and fully integrated Capital Improvement Plan (CIP) and Capital Improvement Fund (CIF) for the purpose of assuring the planned structural integrity of the Club's property and equipment.

## **BY-LAWS**

### ARTICLE II – Board of Directors

#### **Add - Section 6**

The Capital Improvement Committee (CIC), appointed by the Commodore in accordance with Section 1 and 2 above, shall develop a Capital Improvement Plan (CIP) to maintain the structural integrity of the Club's property and equipment as required by Constitution Article IX, Section 3.

**BY-LAWS, ARTICLE II, Section 6, cont.**

The CIP shall cover a minimum period of ten years and be updated and posted annually. The CIP shall identify planned Capital Projects that would cost more than the Maintenance and Repair budget would normally cover. The CIP shall also provide for unexpected and unplanned maintenance/repair costs of up to ten thousand dollars. The Committee will submit a prioritized list of recommended Capital Projects, with cost estimates, for Board approval and funding authorization not later than the September Board of Directors Meeting. All Board approved and funded Capital Projects will be presented at the Annual Meeting for review and endorsement.

**Add - Section 7.**

The Capital Improvement Fund (CIF) shall be established within the Club's accounting system for the purpose of funding current and future Capital Projects identified from the Capital Improvement Plan. The Board shall annually identify the dedicated fund source and the amount of these funds to be allocated to each approved Capital Project. Whenever the source of revenue is a Dues increase or bank financing, the provisions of Constitution Article XII and Section 1 above, shall apply. The financial status of the CIF and each Capital Project account shall be briefed at the Annual Meeting.

CURRENT BUSINESS, cont.

Capital Improvement Fund, cont. After the above motion was passed, there followed a lengthy discussion as to whether it would be prudent at this time to allocate a sum of money from 2006 year-end unallocated funds to the Capital Improvement Fund. It was then MSP that all unencumbered funds as of 12/31/06 be moved to the Capital Improvement Fund, and that \$20,000 (250 members @ \$80 each) be budgeted and allocated to the fund in 2007. Capt. Caruso presented the spreadsheet "PYC Capital Improvement Plan 2007" and after discussion, it was MSP to accept the document as presented. The referenced spreadsheet is attached to, and is part of, this report. Secretary Roberts was asked to post this Plan on the secure bulletin Board.

Kayakers A letter dated Sept. 1, 2006 was received from Capt. Cassandra Miller in response to our letter of August 25, 2006. After discussion, it was agreed to table further consideration of this activity.

Sponsor/Co-Sponsor of Membership Applicants Discussions from prior meetings were continued as to whether we already have, or if not, whether we should initiate a policy limiting one membership to sponsoring or co-sponsoring no more than two persons in any year. After discussion, it was agreed to table the topic until the records can be checked to determine whether such a policy is already in existence.

Little Harbor Moorings Again this year it has been reported that Wentworth Marina has directed visiting boats to use one or the other of the two PYC moorings in Little Harbor. This is unacceptable because it leaves us with a liability over which we have no control, since we do not know the size or character of such a boat using our mooring. In order to protect us should a problem ensue from such use, a letter should be sent to Wentworth Marina advising them of our objections to their offering the mooring(s) to persons unknown to us. R/C Gebow offered to write the letter this year.

## NEW BUSINESS

PYC Mooring Rental Contract After discussion, it was agreed that we should exercise our right under the mooring lease contracts to cancel all existing contracts and replace them with wording which more clearly states the conditions under which the moorings will be made available to visiting yachtsmen, or temporarily to PYC members. Also, all contracts must eliminate the word “exclusive” in granting their use to the renter, and they must clearly state that a renter who obtains a state-issued mooring permit must permanently vacate the PYC mooring immediately. R/C Gebow agreed to implement these changes to the contracts, with the assistance of Capt./Attorney Glen Graper.

Membership Committee After discussion and checking the records, it was agreed that all four elected members of the Membership Committee elected at the 2005 Annual Meeting were serving their first year of a two-year term. Thus there will not be elections of a Membership Committee at the 2006 Annual Meeting.

Nominations for the Board of Directors At the prior regular meeting the BOD had accepted the recommendations of the Nominating Committee and placed in nomination for Board of Directors the names of Capt. Adams, Capt. Dionne, and Capt. Bill MacHardy. After discussion it was MSP to add in nomination for the Board of Directors the name of Capt. David Reynolds. Secretary Roberts was instructed to prepare for the Annual Meeting secret ballots listing for the three open positions the four nominees named above, and also providing for nominees, if any, from the floor.

Nominees for Life Membership At the prior two regular meetings, the BOD had accepted the nominations of four members to Life Membership and agreed to present the names to the Annual Meeting for acceptance. A nomination to Life Membership for a fifth member was received from several members after the due date of August 1, 2006. After discussion it was MSP to adhere to the requirements of our CONSTITUTION, ARTICLE XI, Section 6, and not to propose this name to the Annual Meeting at this time. Secretary Roberts was instructed to prepare a secret ballot for the Annual Meeting, containing the four names recommended by the BOD.

Staff Leave of Absences After discussion, it was agreed that all new hires for summer jobs would be with the understanding that the period of employment is for the entire period from beginning to end of the contract, and leaves of absence will not be allowed during the employment period under normal circumstances.

Six New Floats After discussion, the recommendation of R/C Gebow was accepted, and it was MSP to accept for 2007 delivery the Sept. 5, 2006 proposal of Custom Float Services to provide six 10' x 20' heavy duty timber framed floats with CorrectDeck decking, at a FFP of \$35,674.00 which includes a budgetary \$650 for delivery.

There being no further business to come before the meeting, the meeting was adjourned by Cmde Clark at approximately 8:35 PM.

Respectively submitted,

Attachment: PYC Capital Improvement Plan 2007

Kenneth P. Roberts,  
Secretary

