

**PORTSMOUTH YACHT CLUB**  
**MINUTES OF BOARD OF DIRECTOR'S MEETING**

**Thursday, April 12, 2007**

**at offices of Community Developmental Center, Portsmouth**

**Rev. 2, Approved by BOD May 10, 2007**

PRESENT: Comm. Blanchard, V/C Adams, R/C Wajda, Directors P/C Caruso, Cunningham, Dionne, Gebow, Graper, Treas. Rushforth, Dir/Secy Roberts

Commodore Blanchard opened the meeting at approx. 7 PM. Secy Roberts advised that a quorum was present.

MINUTES OF THE BOD MEETING OF MARCH 8, 2007, Secy. Roberts

After discussion, **it was MSP to accept the Minutes of the BOD Meeting of March 8, 2007 and to place them on the Club bulletin Board and Website.**

Secretary Roberts reported on several items of business:

--Received several communications from Capt. Leto regarding his position on the slip waiting list. These were passed on to V/C Wajda via Art Dionne, and the problem has been satisfactorily resolved.

-- Received a call from a Jack Howarth, who said he was in the process of applying for membership, with Dave Reynolds as one of the sponsors, and Tony Young the other. He asked what he should do now. Joe Cunningham stated that he knows Howarth, and would be glad to be a sponsor in place of Dave. *(The check and application has been received, and Howarth is on the list for the next Membership Committee interview session)kpr.*

TREASURER'S REPORT, Treas. Bill Rushforth

Treasurer Rushforth presented the financial statements as of March 31, 2007 with the following highlights:

Balance Sheet:

Cash \$254,393

Accounts receivable is current

Pier & docks \$15,000 deposit to Custom Float for new face docks

Accounts payable is current

Mortgage balance \$86,944

Revenues & Expenses

Membership shows 236 paid and new members have been invoiced

Invoicing for locker and slip vacancies is ongoing

Function revenue/expense is breakeven

Mooring fees paid with no significant increase (\$165) over last year

Net increase (profit) through March is \$159,207

It was noted that one member paid only \$500 for 2007 dues, instead of \$550. Attempts to communicate with this member to collect the \$50 balance have so far been unsuccessful, so that item remains 119 days overdue.

After discussion, **it was MSP that the Treasurer's Report be accepted, subject to audit.** The full report is included in these minutes by reference.

REAR COMMODORE'S REPORT, R/C Dave Wajda

We are on course for the Club opening – most of the club's opening check sheet has been completed or scheduled to be completed. The work parties of April 14 and 21 will complete

REAR COMMODORE'S REPORT, cont.

the work necessary to ensure all is ready for the "original April 28" Docks In.

April 19<sup>th</sup> will see the first phase of Docks In. The six new face docks from Custom Floats will be arriving in the morning. They will be launched into the water along with last year's Custom Floats docks. Additionally, the three docks we have sold will be launched and picked up by their new owners. We hope to have one of the launches in the water for safety purposes – that is, if the weather is cooperative.

The Locker List for 2007 has been completed. The names for the newly-assigned lockers were sent to Tony for billing.

The slip list is a little problematic. We have a waiting list in which some occupants' listing has not been updated since they acquired the slip. We are trying to resolve the situation to make it fair for all members on the waiting list. We will be assigning the vacant slips by the 15<sup>th</sup> of the month.

Thanks to Capt. Greg Gebow and Capt. Henry Marcuri the mooring problems have been resolved with the NH Port Authority. New mooring equipment has been purchased and again, if the weather is cooperative, they will be ready for deployment.

The majority of the staff has been hired for the season. We are still in the process of hiring an additional employee to fill out the staff. We are also looking for a full time person to assist with the end of the season when the students return to school.

When I accepted the position of Rear Commodore on March 8<sup>th</sup>, I proposed that Art Dionne could become my assistant to insure a smooth transition into the new season due to the unfortunate passing of Dave Reynolds. The Board expressed that they would entertain a proposal of how this would be accomplished.

First of all, it would be a great learning experience not only for myself, but an excellent training situation for the Rear Commodore for 2008, most likely Art Dionne. I would consider him the Deputy Rear Commodore (DRC) and he would be my representative when I was not available, such as a planned vacation and a monthly military commitment. Also, if the DRC was present at the Club when a situation arose, the matter could be resolved immediately rather than letting it get out of control or even just forgotten, which would be worse.

I propose this process should become a normal course for every future Rear Commodore who wanted to pursue the quest for Commodore. It is, and will be, an important developmental experience for thorough knowledge of the operations of the PYC. It will not only make the chairs stronger, but the Club as a whole.

After discussion, it was **MSP to accept the Rear Commodore's Report, and place it in the record.**

A motion was made, seconded and passed, as follows: **Moved to create the position of Deputy Rear Commodore which will be a training position and will have the same responsibilities and authority as the Rear Commodore.**

### VICE COMMODORE'S REPORT, V/C Jackie Adams

The earth did a slight tilt on March 17 and the 12+ inch snowfall that usually accompanies the Ashworth Dinner ended early enough to allow 96 members to participate in the event. Once again the Burgesses, assisted that evening by the Joslyns, did a great job of hosting the event. The speaker got very good reviews and the buffet was delicious.

Many members approached me to thank the Board for issuing vouchers for the Brunch; about 8 were used for that dinner.

Planning is underway for the opening dinner dance; menus have been chosen by the hosts for all events that month and the May Newsletter will go out this week. The Dinner Dance will be \$45.00 and the Wednesday Night Dinners will be \$16.00. There is no price change to members from last year.

Jinny Burgess has sent condolences and a donation to the Piscataqua Sailing Association to the family of Don Haley on behalf of the Board and the membership.

As was suggested, I have contacted Barbara Weisman at the Portsmouth Public Library about use of the small meeting room there for our winter Board meetings. She said that it was fine; the application itself needed to be made out by a Portsmouth resident no more than 4 months in advance for each meeting. There is a \$25 damage fee, but we can make out one check and she will hold it until the last meeting. We have to be out by 9PM as that is the time the library closes.

In subsequent discussion it is agreed that assuming the Community Developmental Services will still allow us to use their facilities, their offices should be available to us at least for the 2007-2008 winter, and possibly for the winter beyond. As to the member prices for functions and for Wednesday Night Dinners, Stan's prices to us have gone up a little, but it was agreed that the margins are still satisfactory without member price increases.

After discussion, **it was MSP to accept the report of the Vice Commodore and place it on file.**

### REPORT OF THE COMMODORE, Comm. Rob Blanchard

Secretary Roberts and I met at the TD Banknorth this week to process the necessary paperwork for access to the PYC safe deposit box. We both have keys and will now be allowed access to the box. Copies of the contents are available to the Board and a copy has been placed in the box with the intention of adding to the list as materials are deposited. We also placed a copy of Nancy Pappas' painting CD in the box.

Since our last meeting, we have experienced the passing of another Club member. Donald Haley passed away on March 29, 2007. Don was an accomplished sailor and spent as much time as possible on the ocean he loved. He was a founding member of the Piscataqua Sailing Association, serving a term as its Commodore, and was a member of Portsmouth Yacht Club for 28 years. He worked as a combat weapons specialist at the Portsmouth Naval Shipyard for over 33 years. I ask for a moment of silent in honor of our departed colleague. (\*See addition, Pg 6)

We received a letter from Jenny Rosenson of New Castle, inviting a representative(s) from PYC to join a newly formed group which will benefit all the residents and Island organizations on the Island. I called Jenny and asked her to put me on her mail list, with the intention of keeping up to date with their activities and to assess how PYC might use this as a positive opportunity to extend our friendship to the town.

## COMMODORE'S REPORT, cont.

We have received a completed application for membership from Mark Connolly. Mark lives in New Castle and is employed as Deputy Secretary of State. He is interested in boating, owns an 18' sailboat, and is a member of the Kittery Point Yacht club. Mark is sponsored by Wayne Semprini and James St. Jean.

A letter of regrets has been received from H. John Powers, declining our offer of membership. Although John and his wife Renee would very much like to accept our offer, they will be moving to the Chesapeake Bay area.

After discussion, **it was MSP to accept the Commodore's Report and place it on file.**

## OLD BUSINESS

Dinghys Capt. Cunningham reported that as requested, he had reviewed whether we should require proof of liability insurance on dinghys kept at our dock. His conclusion is that small yacht dinghys with small motors are covered by the homeowners liability insurance, and larger dinghys/motors are covered by the insurance of their mother ship, so that separate insurance coverage is not needed. A discussion followed as to whether PYC should include in the dinghy rental agreement a disclaimer that PYC is not responsible for damage, loss or sinking of a dinghy while at rented dock space. R/C Wajda agreed to come up with wording for consideration of the Board. It was discussed, with the decision postponed, as to whether we should provide identification stickers or tags for dinghys at our dock this year.

Membership Roster Secretary Roberts had been asked to provide cost estimates for providing the rosters in several alternative formats. He reported as follows:

- Stapled 8 ½ x 11 sheets, printed both sides as has been done for many years, 80 cents each
- Stapled as above, but printed one side only, for easier reading 90 cents each
- Simple booklet form, like samples done last year by Dan Gingras \$1.00 each
- As above, except with color-printed cover \$1.45 each

It was agreed that bulk mailing costs should not be materially different for either alternative. After discussion, **it was MSP that Secy. Roberts proceed with the simple booklet format.**

BoatUS Secy Roberts was authorized to sign the 2007 Cooperating Group Agreement, Group ID GA81490Y, which allows our members to join or renew at \$12.50, half the usual rate. V/C Adams will inform our members in the next Newsletter

Supplies After discussion, it was agreed that we probably have sufficient letterheads for this season, but we definitely will need more envelopes. Secretary Roberts was authorized to purchase two boxes (1,000 total). (*Ordered from Allegra at approx.\$370.*)kpr

Yachting Club of America Secy Roberts reported that the yearbook of that organization had been received, and will be kept in the Stewards office for reference by our members. Also, 150 membership cards have been received, to be passed out by the Steward on request.

PYC Membership Cards Secy Roberts has prepared new-style laminated 2007-08 membership cards for all members. He will hand them out to all members who come to the next few club events, then will leave the rest with the Steward for members to pick up when needed. We are trying to reduce the high cost of first-class mailing of some 276 envelopes.

## OLD BUSINESS, cont.

PYC Constitution and By-Laws After discussion it was agreed that the Board, and the Con-By-Law Committee, and new members will receive copies, and that we will keep several in the office for reference, but that we will expect others to acquire them from our website, where they now are published.

## NEW BUSINESS

Honoring Deceased Members There was a discussion of ways to honor deceased members who have made especially significant contributions to the Club. It was agreed that various alternatives would be considered and acted upon at future BOD meetings.

Club Carpet Cleaning Machine R/C Wajda proposed that money could be saved if we were to purchase a carpet-cleaning machine, to be used by our staff in quiet times, rather than hiring a cleaning service from time to time. He agreed to investigate, and report at a future meeting the costs of alternative machines.

Club Launch Space After discussion, it was agreed that there should be a safe, regular overnight docking spot for our large launch, rather than our current practice of parking overnight at any vacant space on the docks. The motion was made, seconded and passed with one BOD member voting nay, as follows: **Moved, that one dock space be removed from the rental pool and be assigned for the permanent use of our launch.**

Deadline for Dues Payments There was a general discussion as to whether we should continue the practice exercised this year of allowing payments received a few days later than our deadline. Treasurer Rushforth explained that this arises because sometimes we cannot cash ones check on or before the deadline even if it is received on time. It remains for future consideration whether or not we should clarify just what event constitutes our receipt of the dues payment, and remind the membership of this deadline.

Race Schedule Joe Cunningham reported that Rita Thornton has a family obligation away on the day scheduled for the Thornton Cup Regatta. After discussion, **it was MSP that in order to accommodate the special need of the sponsor, the day of the Member Race be re-named the Thornton Cup Race, and vice versa.**

Insurance Joe Cunningham reported on two situations that seem to be readily solved. The company carrying our pollution policy has written that they may not renew this policy. Joe explained that this is a conditional 60-day notice required if they do indeed cancel this policy later, but that there are plenty of other sources for this particular coverage and we need not worry. Also, the company carrying our umbrella policy has indicated they may not renew us, and Joe says there are other companies willing to write such a policy, and possibly at even lower cost. He thought he should inform us, but that these situations can be readily solved.

Police Coverage of Events at PYC There was a general discussion of at what count of attendees a New Castle policeman was required. We were unsure. Joe Cunningham agreed to approach the Police Dept. with a specific question regarding his upcoming private party, and report the conclusion to us.

Records Secy. Roberts advised that Webmaster Dan Gingras was looking for our suggestion as to how far back we should keep BOD minutes on the website. The Board agreed that the current year, and all of the prior year, was sufficient, and Dan will be so advised. Art Dionne reported that many boxes of old files have been pulled out of the storage room. It was agreed that

NEW BUSINESS, Records, cont.

anything of real historic value should be offered to the Athenaem. Financial records beyond seven years old may be destroyed. However, records of any age which include social security numbers or similar personal data should be set aside to be shredded by a commercial shredding service.

Report of Audit Committee, Andy Courteau Commodore Blanchard read the subject report to the Board, which agreed to review and act upon the suggestions. This report is included by reference in these Minutes.

There being no other business to transact at this time, there was made, seconded, and voted, a motion to adjourn.

Commodore Blanchard adjourned the meeting at approx. 9:00 PM

Respectfully submitted,

Kenneth P. Roberts,  
Secretary

\*Addition to Page 3 per BOD Mtg May 10, 2007:

The Secretary was requested to write a letter to Mrs. Haley expressing our condolences, and because the loss is so early in the year, offering to refund their 2007 dues if she prefers not to continue her membership in PYC