

**PORTSMOUTH YACHT CLUB**  
**MINUTES OF BOARD OF DIRECTORS' MEETING**  
**THURSDAY, MAY 1, 2008, CONTINUED TO JUNE 19, 2008**  
**AT PORTSMOUTH YACHT CLUB**  
***Approved at Board of Directors' Meeting, June 19, 2008***

PRESENT: Comm. Adams, V/C Wajda, R/C Dionne, Capts. Cunningham, Gray, Kennedy, Leto, P/C Williams, Secretary Roberts

NOT PRESENT: Capts. Gingras, Graper, Michael, Pappas, Treasurer Rushforth

There being a quorum present, Comm. Adams called the meeting to order at 7:00 pm.

MINUTES OF MEETING OF APRIL 3, 2008, Secy. Ken Roberts

After discussion, it was MSP to accept the minutes of April 3, 2008, and to publish them in the locked bulletin board and on the website.

TREASURER'S REPORT, Treas. Bill Rushforth

Treasurer Rushforth was not able to attend this meeting, and agreed to provide the usual Balance Sheet and Revenue and Expense Statement within the next day by email. Those reports are summarized below:

Balance Sheet

Total cash \$238,225.

Mortgage principal balance \$70,423.

Accounts payable is current (Custom Float will be paid off in May)

Accounts receivable is current except for vessel *Lady Lucy*

New finger floats will start amortizing in May.

Revenue & Expense Statement

Membership is fully paid

Invoicing for slip and locker vacancies is ongoing

Still waiting for Club merchandise beginning inventory (at cost)

Net increase (profit) through April is \$156,113.

The full Balance sheet and Revenue & Expense Statement are included in these minutes by reference.

The Treasurer's Report will be voted on at the next BOD meeting.

REAR COMMODORE'S REPORT, R/C Art Dionne

As of the day of this meeting, we have had two work parties at the club and will be back again on Saturday for Docks In. While the work parties were very successful, we did experience some setbacks. At our first work party, we fired up our hot water heater and thanks to the "eagle-eye" of our Secretary Ken Roberts we averted a disaster in the making, as the water heater began spewing flames around the bottom portion. It was immediately shut down. A new water heater (a special order) was installed by RPH, Inc. on Wednesday, April 30, 2008, at a cost of approximately \$1,500.00.

The second work party was primarily a cleaning day and it was also very successful; however, we did encounter some more unexpected problems. First, the refrigerator in the kitchen broke down, (and now has been fixed). Secondly, and more important and significant, the main water line from the street to the Club began leaking at a point where it enters the Club under the sink in the Men's room. We

REAR COMMODORE'S REPORT, cont.

immediately contacted the New Castle Water Dept. as in order to fix the leak the water had to be shut off at the street. When the water was "shut off" it was noticed that it continued to flow. Upon further investigation by the Water Dept. it was, unfortunately, determined that the main gate valve at the street was also leaking, and had to be replaced. Arrangements were made to have the gate valve dug up and replaced on Monday, April 28, 2008. (About an \$800 job, because we own the valve, even though we are not allowed to operate it.) The leak under the sink in the Men's room has also been repaired.

Our new docks were delivered to PYC on April 23, 2008. Henry Marcuri is very happy.

Our Dock Staff is almost complete; however there has been a change in the hierarchy. Sean Morton has advised me that he will not be returning. In light of this, Matt Jefferson has been selected as Dock Master and Kevin Peyser as Assistant Dock Master.

By a strange set of events, we were able to give out 5 slips rather than the 3 slips that we originally advertised. The 5 slips were awarded to the following based on boat size and seniority on the Slip Waiting List:

Slip D	Art Dionne
Slip G	Chris Clement
Slip I	John Pappas/David Wajda
Slip M	Dan Gabriel
Slip O	Mark Roy

A new Slip Waiting List has been posted in the Whaleback Room.

In view of the new slip assignments, we have a mooring in front of the Club that is now available. As in the past, I will inform the membership that it is available and will be awarded to the winner of a "mooring lottery". The names of all members interested in occupying the mooring will be "put into a hat" and a blind drawing will be conducted at an appropriate time.

I have made my decision regarding the hours of operation of our Launch Service. The hours of operation will be 0830 to Sunset plus ½ hour. I have come to this decision after consideration of the Survey conducted by Director Gingras and considerable input from a number of sources. In this regard I have prepared a memo detailing the basis for my decision and I request that the memo be appended to the minutes of this meeting.

In an effort to simplify the "Sunset plus ½ hr. time, I will advise each member that uses the Launch service that "Sunset" for each day of our season will be "rounded off" to the nearest 1/6 of an hour. A season calendar of Sunset times will be sent to each member that uses the Launch service and will also be posted in the Dock Shed.

It was MSP to accept the Rear Commodore's Report. The memo "Decision Regarding Late Launch Service", is appended to these minutes.

There followed, a lengthy discussion as to the procedure for granting moorings, particularly questioning whether it was fair to do this by lottery each time an opening occurred. Capt. Cunningham pointed out that at one time he was listed on a mooring wait list, but that if the award is by lottery, rather than seniority, then he might never actually obtain a mooring. He suggested that to be fair, moorings should be allocated based on seniority on a mooring wait list, as is done for slips. It was agreed that the moorings are to be assigned, two to power boats, and two to sailboats. Beyond this, there was no agreement as to where the ground rules for mooring assignments are written, if anywhere, or what they should be. It was agreed that the matter will be researched more, and if necessary, new rules will be written, and included in the House & Docks Rules.

### REAR-COMMODORE'S REPORT, cont.

There was a general discussion as to how and where, our records should be kept – that is, should they go to a central PYC file, or should they be passed on from one officer to his/her successor. There was general agreement that all PYC files should be stored in one accessible place. Secretary Roberts advised that Past-Secretary Bill Fleming has at his house the working files from about fourteen years of his service. Bill has agreed to our moving these files from his house to a place of our choice. He would like a little more time to prepare them for us. At this meeting it was agreed that we would wait awhile for Bill's health improves, before moving these files from Bill's house to the PYC storage area.

### VICE-COMMODORE'S REPORT

The scheduling for the Dinner Dance, Wednesday Night Dinners (through June), Memorial Dy Breakfast and New Members Pot-Luck Dinner, and their Cocktail Party has been completed. Sign-up sheets have been provided for all the aforementioned events.

The Committee for the Opening Dance has been working very hard to make the event memorable. Many hours have been spent in the planning and implementation of their ideas – for the “Spring is Blooming” theme. There were over a hundred people signed up as of last weekend – almost a full house.

The Ladies Committee's cocktail party is all set to go with the new wine glasses to be delivered by 5/6. Norma Roberts and her crew have the Pot Luck Dinner for the New Members ready to go – hopefully it will be as well attended as last year's.

Plans are being made for the Past Commodore's Cocktail Party – discussions with the caterer are being pursued. Hopefully, there will be a good turnout – I can guarantee the food and drinks will be outstanding.

All in all, things are progressing well. I still need a volunteer to head the Closing Dinner Dance. Please let me know if you have anyone who might be interested in taking charge of the event.

It was MSP to accept the Vice Commodore's Report.

### COMMODORE'S REPORT

The Board has received the minutes of the Capital Improvement Committee and the R/C and I will discuss their findings and initial recommendations under New Business. I have asked P/C Ken Jones to join and Chair the committee. He was the unanimous recommendation of the rest of the rest of the committee.

Each month my part of the Newsletter will feature one of our committees, this in an effort to let members know what each one does and also to laud the work of the committee members. Because of upcoming issues, the next Newsletter will feature the Capital Improvement Committee.

Jinny burgess has sent a card and donation on behalf of the Board and the membership, in memory of John Welch, who has held our longest continuous membership, since 1948. He died on April 12.

Dick Blidberg has sent correspondence offering some of our PYC boating members the CD “Ocean Pilor” now being developed by UNH. I will present further information under New Business and will look for suggestions about how to make the members aware of this opportunity.

It was MSP to accept the Commodore's Report.

### OLD BUSINESS

1. Power Pedestals R/C Dionne reported that the three pedestals we purchased last year proved to be of very poor quality, made of thin plastic, and not satisfactory for the purpose. They were returned for

### OLD BUSINESS, - Power Pedestals, cont.

full credit. The House and Docks Committee has located a source of strong metal ones, which can be made to our specifications, at \$775.00 each. They are made of steel, and should be durable in our application. Art recommended that we purchase three units as a trial, two of which will be placed on the new downriver floats, and one on the main dock. Many of our present pedestals are in very poor shape and will have to be replaced soon, but Art feels that they can be scavenged to last this season, while we evaluate the new ones. It was determined that the approx. \$3,000. that was appropriated for last year for the original replacement pedestals should still be available for this purchase.

It was MSP to accept the recommendations of the House and Docks Committee, and purchase three of the new power pedestals, subject to verification that the referenced funds are, in fact, available.

2. Launch Service R/C Dionne presented the document "Decision Regarding Late Launch Service", which is appended to these minutes. A long discussion ensued as to whether we had sufficient information to warrant the Board's voting to accept this recommendation. One consideration is that for June and July, the proposed closing at ½ hour after sunset, means very close to 9:00 pm. Comm. Adams observed that the only point of disagreement boiled down to the shut-down time on several weekends starting mid-August. Capt. Cunningham maintained that the Board needs more time to study the recommendation, and to ask more questions, before making the decision. He agreed that if the motion were tabled, he would work with Capt. Gingras, who had made the PYC launch users' survey, and obtain more information.

After further discussion, it was moved and seconded to table the item, to be addressed when the Board next meets. The motion was passed, with one member opposed.

3. Parking Plan Capt. Leto presented the latest version of the document "PYC Parking Plan (Revised May 1, 2008)" He explained that this version, which had been emailed to all BOD ahead of time, (except to Capt. Gray, who does not have such service) reflects the various suggestions that members had made. To summarize, it provides the means of enforcing proper parking in the PYC by members only, and provides for towing of unauthorized vehicles at the owner's expense. It provides for the legally approved signage necessary to enforce towing, and for authorization of one towing company to perform this service. The BOD members expressed the opinion that with these rules in place, they will seldom need to be applied. Briefly, the message for persons parking in the PYC lot is: "Display a valid PYC sticker on your vehicle or risk being towed at your own expense."

After further discussion, it was Moved, Seconded, and passed unanimously by those present, to accept the above rules, and to add them to the House and Dock Rules.

By reference, a copy of these rules is included with these minutes. Capt. Leto agreed to provide a copy of the rules, and a set of violation notices, to the Steward. Also, he will call on the New Castle Police Chief to advise him of what we are doing, and of our arrangements with the towing service.

4. Membership Applications Secretary Roberts passed out copies of the new application form, dated March 27, 2008, and the accompanying yellow instruction form. The new application form had been approved in the prior BOD meeting. There followed a discussion of who should give out the applications, and whether they should be given only to members who might be serving as sponsors for the applicant, or whether one might be given out to any person, member or non-member, requesting one. The overall conclusion was that while originally we had a loose set of criteria for accepting an applicant, and therefore it was desirable to try to exercise tight control over the issuing of applications, we now have in place a tight set of criteria to be applied once an application is received, and therefore there is no downside to making an application available to anyone requesting one. While not requesting a vote, Comm. Adams asked for, and received, a consensus agreement that The Steward or the Secretary may give out an application to anyone, member or non-member, who requests one.

## OLD BUSINESS, cont.

5. Wait List After discussion, it was agreed that information about new applicants would not be made public until an applicant had met all the requirements, including being interviewed by, and approved for membership, by the Membership Committee. Only applicants who have met all the above requirements will be shown on the published Wait List.

6. Early Membership Dropouts Comm. Adams observed that about seven members dropped out this year, after only one or two years as members. Some, having only attended one PYC function after joining. She agreed to initiate an exit interview of these people to see if there is some way we could have prevented these early departures.

## NEW BUSINESS

1. Portable Speaker/Microphone System V/C Wajda reported that he was very impressed with the portable sound system used for our two recent events at the Breakfast Hill Country Club. It costs about \$400.00 and he thought it might serve well in our dining/meeting room. There was general agreement that something must be done to solve our sound problems, but that we should try out any new system before purchasing one. V/C Wajda agreed to look into other alternatives, and also to try to borrow one like he had seen at Breakfast Hill,, either from that club, or from a sales source, to try it out.

2. Rental Agreement Comm. Adams stated that our Facilities Rental Agreement was badly outmoded. She agreed to initiate a rewrite of this document.

3. Meeting Attendance Capt. Cunningham questioned whether the present attendance requirement for a Board member is sufficient. He observed that currently while a member missing three meetings in a row will be dropped from the Board, the member could get by with attending only 1/3 of the meetings if he/she worked on the sequence of miss two, attend one, throughout the year. Others mentioned that while this is theoretically possible, in fact it has never been done, and is unlikely to ever occur. After further discussion it was MSP to ask the Constitution & By-Laws Committee to review the current policy, and to determine if some additional requirement, for instance to attend a minimum of half the Board meetings, might be considered.

4. UNH Piloting CD Capt. Blidberg has advised that UNH is developing a new CD on the topic of Piloting, and they have offered to make it available to PYC members. At this point we do not know the nature of this CD, and whether or not it would be of general interest to PYC members. After discussion, it was agreed that we will seek more information from him, with the possible options of asking him to describe it, or demonstrate it at some member gathering, such as a Wednesday Night Dinner or before a race.

5. Capital Improvements R/C Dionne reported on new developments that he has been discussing with the Capital Improvement Committee, with Capt. Tony Syracuse, and with local regulatory authorities. It has been noted that there are four concerns with our building foundations which if not addressed might eventually result in serious damage. Two of these concerns are the front retaining wall which is gradually sinking, allowing water to surge under the building, and the fact that the front deck is not tied to the foundation, respectively. These items, while significant, are not of highest priority at this time. The other two, however, are of immediate concern. The retaining wall at the shed side of the property is in danger of collapsing, and the retaining wall on the upriver side of the parking lot already has collapsed several times, and is likely to collapse even more, and soon.

Tony Syracuse has made preliminary contact with several regulatory authorities on our behalf, and at this point it appears that they may be agreeable to our shoring up the downriver retaining wall, and to our modifying the upriver wall to some extent. More such contacts are needed with the authorities.

To obtain the technical information required for the various permits would require an expenditure of about \$13,000 for engineering services, while the four projects are estimated to cost between \$75,000 and \$85,000.

NEW BUSINESS –Capital Improvements, cont.

The initial \$13,000, if approved, might come from funds already allocated under the Capital Improvement Plan, but the \$75-\$85,000 would have to come from newly found sources, and worked into the 10-year rolling Capital Improvement Plan. Among the alternative sources which might be considered is to increase our mortgage by this amount. V/C Dionne reiterated that he was not proposing the expenditure of \$13,000 at this time; instead, he is seeking the sense of the Board as to whether he and the other team members should continue their exploration of the possibilities with the regulatory bodies involved with the expectation that, if we can get our ducks in a row, the Board would be favorably disposed toward the indicated expenditures.

After further discussion it was MSP that the PYC representatives continue to seek information as to the possibility of our proceeding on the course described above, with the expectation that if project looks as though the regulatory aspects can be solved, the Board would look favorably on the indicated expenditures.

6. Pepperrell Cove Mooring A member has asked if he might use a mooring at Pepperrell Cove from mid-June to mid-July and again from mid-September to mid-October. After discussion, it was MSP that this request be granted, to be charged at normal member daily rates.

The evening getting late, it was the consensus of the meeting that the very important topics addressed at this meeting warranted the attention of the full Board membership. Accordingly, it was MSP that the meeting be suspended at this time, to resume at 7:00 pm Thursday, June 19, 2008.

Comm. Adams suspended the meeting at approx. 9:35 pm.

Respectfully submitted,

Kenneth P. Roberts, Secretary

**MEETING TO CONTINUE AT 7:00 pm THURSDAY, JUNE 19, 2008**

*The suspended meeting was continued on Thursday, June 19, 2008 with the following present:  
Comm. Adams, V/C Wajda, R/C Dionne, Capts. Gingras, Graper, Gray, Kennedy, Leto, Michael,  
Pappas, P/C Williams, Treasurer Rushforth, Secretary Roberts*

*Comm. Adams called the suspended meeting back to order at 7:00pm and took the tabled topic of Launch Hours off the table for further discussion.*

*After discussion, Comm. Adams adjourned the meeting of May 1/June 19, 2008 at approx. 7:15pm, and called to order the the scheduled meeting of June 19.*

*KPR, Secretary*

