

PORTSMOUTH YACHT CLUB
MINUTES OF BOARD OF DIRECTORS' MEETING
THURSDAY, FEBRUARY 12, 2009
AT OFFICES OF ONE SKY COMMUNITY SERVICES, PORTSMOUTH, NH
Approved at BOD Meeting of March 12, 2009

PRESENT: Comm. Wajda, R/C Clement, P/C Adams, Capts. Cunningham, Gingras, Hefferan, Kennedy, MacHardy, Michael, Treas. Rushforth, Asst. Secy. Cartnick, Secy. Roberts

NOT PRESENT: V/C Dionne, Capt. Leto, P/C Williams

MINUTES OF BOARD MEETING OF JANUARY 8, 2009, Secy. Roberts

After discussion, it was MSP to accept the minutes of the Board Meeting of January 8, 2009 and to post them on the website.

TREASURER'S REPORT, Treas. Rushforth

Notes to Financial Statements January 31, 2009.

Balance Sheet

Total cash \$235,638.

Mortgage principal balance \$59,667.

No current accounts payable

Accounts receivable: Collection of member dues and fees ongoing.

Revenue & Expense Statement

Member dues received = 175. Reminder phone calls will be made starting February 16th as in previous years. The Assistant Treasurer must receive dues no later than March 1st.

The New Year's Brunch resulted in a slight loss.

The 2009 NH mooring permits will increase by \$1,227 due to the \$3 per foot increase mandated by the Port Authority.

The Budget Committee met on February 3rd and agreed to the 2009 Revenue and Expenditure Plan included in the Revenue and Expense Statement.

I completed the 2008 year-end work and the books will be given to Tim Driscoll who has graciously volunteered to do the federal and state tax returns again. Kudos to Tim.

The Balance Sheet as of January 31, 2009 and the Comparison to (2009) Budget and Last Year as of January 31, 2009 are included in these Minutes by reference.

P/C Adams asked if there was any reason we should not have Internet service at the Club. In further discussions, it was suggested that in addition to Internet, we might have Wi-Fi available to members and visiting yachts at our docks and nearby moorings. In addition, we might also have a webcam on the docks for general publicity and for security. Treas. Rushforth agreed to look into the costs involved and report to the Board for possible future action.

After further discussion, it was MSP to accept the Treasurer's Report, subject to audit.

REAR COMMODORE'S REPORT, R/C Clement

1. The NH Port Authority has confirmed through verbal agreement that they are interested and will purchase the six available finger docks. These finger docks are being replaced this year with new docks as part of the Capital Improvement Plan. The sale price of the said docks is the same as the docks sold last year \$50 each. If possible, these docks will be removed from the parking lot prior to docks in on May 9th.

2. Search Committee - Steward / Club Manager

As discussed in the January 2009 BOD meeting, the Rear Commodore was tasked with creating a diverse member based committee that will lead the effort in hiring a new Steward / Club Manager

REAR COMMODORE'S REPORT, cont.

The primary elements of the committee comprised of:

1. Establish selection criteria protocol
2. Review all submitted resumes and professional work experience from applicants
3. Short list the top three candidates based on the selection criteria
4. Interview the top three candidates and make final selection of the primary candidate

The search committee met on January 31st to review and set selection criteria for our new Steward / Club Manager. The following is the results of the review of all applicants:

3. Schedule and Next Steps.

The search committee will conduct interviews the weekend of February 14th. Question for the BOD. Do we wait for an interview with the Board before making a formal offer to the finalist ?

Discussions:

In subsequent discussions, it was the consensus of the Board that they fully endorsed R/C Clement's thorough approach to evaluating the candidates, and that it would not be necessary for the Board to meet with one or more candidates before an offer, or offers, are made. It was agreed that we would retain the title of Steward for this position.

R/C Clement advised that he saw several opportunities for increased revenue, such as in increase in mooring and dock fees for transients, and even the possibility of our packaging and selling our own ice. While it was agreed to table these topics for now, the Board indicated that it would be open to specific proposals at a future time.

After further discussion it was MSP to accept the Rear Commodore's Report.

VICE COMMODORE'S REPORT, read for V/C Dionne by Comm. Wajda

Capt. Jinny Burgess has advised me that the March Dinner with speaker is now set for March 28, 2009, at the Breakfast Hill Country Club. The cost will be \$36.00/ person. The speaker will be Mr. George Daughan, the author of the work "If By Sea", a fast-moving history of the birth and maturation of the embryonic U.S. Navy of the American Revolution. This event will be advertised in the February/March Newsletter.

We have signed a contract with Stan Shaw for providing catering services to PYC for the 2009 Season. The terms of the contract are similar to the one we had with Mr. Shaw last year with an increase of \$.50 per meal for Wednesday Night Dinners and \$1.00/meal for the two Dinner Dances. We did meet with another person who indicated that she was interested in catering PYC during the 2009 Season; however, after waiting for about a month for a second contact from that person it was decided to re-engage Mr. Shaw for catering services.

On Friday, January 30, 2009, I met with Mr. Victor Lemay of Hampshire Woodcraft of Manchester, NH regarding making a new Past Commodore's board. Mr. Lemay advised me that he would send me cost figures and drawings for the new board next month for review.

After discussion, it was MSP to accept the Vice Commodore's Report.

COMMODORE'S REPORT, Comm. Wajda

As we begin this season, I want to express my gratitude to my fellow Flag Officers and the Board of Directors – they all have willingly accepted the responsibilities associated with their positions. I believe we have a mixture of experiences, talents and personalities that will serve the best interests of the Club and our members.

There is a great deal of activity already happening behind the scenes. We have a Search Committee for our new Steward that is progressing well and will keep updating the progress. The Schedule of Events has been printed that includes all the members on the various committees. The caterer, Stan Shaw, has been hired for the year and new menus have been in discussion. The band, for the opening and closing dance, has been secured and are set to go.

COMMODORE'S REPORT, cont.

That brings up another issue – our members. Last year an attempt was made to get more members involved in the various activities at the Club. We run on volunteer participation – unfortunately, we rely on a small group of experienced members and we need more members to volunteer their time - no matter how small they think it may be. We have to begin adding to the numbers or our events might be jeopardized. So, old or new, contact any Flag Officer or Board Member and they will get you involved at whatever level or experience you wish. Thank you for volunteering – it makes the club stronger.

I am looking forward to a “great” season for all the above mentioned reasons. I am hoping “for fair winds and flowing seas” where we have already had a tough winter season and a cancelled Christmas Party. I am looking forward to seeing everyone at the March 28th Dinner at Breakfast Hill and eventually “Docks In”.

After discussion, it was MSP to accept the Commodore's Report.

OLD BUSINESS

1. Star Island proposal to utilize vacant PYC moorings for visitors coming for lunch or dinner. After discussion, it was agreed to table this topic.

2. Membership Survey. In a prior meeting the BOD had discussed the possibility of arranging for an “exit interview”, or exit questionnaire, of resigning members, from which it might be learned what the Club might have done to retain these members. In readdressing the topic it was decided to table that idea for now, but instead to consider arranging for a survey of continuing members, in order to learn of their general satisfaction level, and what they would like changed or improved at the Club. It was agreed that this survey would best be undertaken toward the end of the season.

3. Power Pedestals. Commodore Wajda advised that the *six* additional power pedestals had been ordered, but not yet received, bringing the total to eight new pedestals to be installed this season.

NEW BUSINESS

1. Mooring Inspections. Comm, Wajda advised that in recent years Henry Marcuri has inspected all our moorings before they are launched, and made any necessary repairs to them, but this year it is unlikely that Henry will be able to do as much of this type of work. Comm. Wajda reported that the mooring company that normally does our work has agreed to do this inspection, and advise us of what needs to be repaired or replaced, at no charge.

2. Honorary Membership for New Hampshire Port Director, and Kittery Harbormaster. After discussion there was general agreement that it would be desirable to appoint the New Hampshire Port Director and the Kittery Harbormaster to Honorary Membership in PYC, but the Constitution Article XI, Section 11, requires that this be done by the members at an Annual Meeting. Therefore, for this year the preferred approach would be to send a letter to each, encouraging them and their spouses, to attend any of our Wednesday Night Dinners and other activities, and to propose their election as Honorary Members at the next Annual Meeting, October, 2009. The following motion was moved, seconded and passed: “Moved, letters be sent to the New Hampshire Port Director and to the Kittery Harbormaster, inviting them and their wives to attend as many activities of PYC as they wish, and further moved that each will be proposed for Honorary Membership in PYC at the next Annual Meeting.” R/C Clement agreed to write the letters.

NEW BUSINESS, cont.

3. Boat/US Group Membership. Secy. Roberts advised that the annual renewal form for the above group membership had been received. He requested, and received, BOD approval to execute this agreement for PYC, for which there is no cost to PYC, and will post the Boat/US Membership notice on a bulletin board when the Club opens.

4. Member Resignations to Date. Secy. Roberts advised that the following members had indicated their desire to resign, either by letter or by a note on their dues return slip:

<u>Resigning Member(s)</u>	<u>Joined</u>
Richard Danks	2003
Curt and Linda Gillespie	2007
Robert and Jay Morton	2006
Alan and Frances Newson	2003
George(Ben) and Janis Ricker	2008
David and Judee Ryan	2000
William and Jil Seaward	1968
George and Emily Sigalos	1995
Hugh and Suzanne Wilson	1993

The motion was made, seconded and passed, to accept the above resignations with regret and to instruct the Secretary to write each, expressing the Board's acceptance with regret and advising that they have resigned in good standing and would be welcomed back as members at any time.

5. Member Directory. Asst. Secy. Carole Cartnick advised that she has modified the layout somewhat, to get more names on a page, with the object of being able to add the House & Dock Rules without exceeding the 1/4" booklet thickness requirement for bulk mailing. P/C Adams advised that the House & Dock Rules had been updated last October, but had not been circulated to the Board for approval. She agreed to email them out to all for review, with the expectation that they would be presented for approval at the March BOD meeting. It was agreed that this would still be time to get them into the 2009 Member Directory, because we will need 30 days after invitations go out before we know for sure who our new members will be, and the earliest the invitations can go out is likely to be the second week of March.

There being no further business to bring before the Board at this time, the motion to adjourn was moved, seconded and passed, and Comm. Wajda adjourned the meeting at 8:15pm.

Respectfully submitted,

Kenneth P. Roberts,
Secretary

**NEXT REGULAR MEETING OF THE BOARD OF DIRECTORS IS
SCHEDULED FOR THURSDAY, MARCH 12, AT OFFICES OF
ONE SKY COMMUNITY SERVICES**

