

NBYC BOARD MEETING MINUTES, February 18, 2020

The regular monthly meeting of the New Bern Yacht Club Board was held on February 18, 2020, at the Clubhouse.

Those present were as follow: Sam Bidwell, Link Bonforte, Tim Broderick, Glenda Decker, Tom Hartman, Debbie Hatt, Lucy Lichty, Arnie Litteken, Bill McHale, Mike Ott, Bob Yeaton, and Carol McHale (guest).

Bill McHale, Commodore, opened the meeting at 3 p.m.

The Commodore welcomed Debbie Hatt to the Board.

He recognized Carole McHale, who is chairperson for the Change of Watch celebration next January. Carole appealed to the Board for financial support to cover expenses which may exceed what is collected from those who attend next year's event. She shared that committee members in the past have paid "out of pocket" for the DJ, programs, decorations, etc. In the discussion which followed, Lucy Lichty, as a former Change of Watch chair, stated that money collected from those attending usually covers only the cost of appetizers and meals. In order not to raise what is charged attendees and/or have committee members pay for the extra expenses incurred, the Board needs to contribute. Tom Hartman stated that a few years ago the Board had decided to charge a small amount more for admission to all Club events, thereby providing a cushion for expenses such as the Change of Watch. Link Bonforte moved that the Board provide up to \$1,000 annually to cover Change of Watch expenses in excess of what is collected through the charge for attending. Lucy Lichty seconded. The motion was passed.

Commodore's Report:

Bill McHale called for corrections and/or additions to the January 21, 2020, minutes, which were emailed to Board Members in advance of the meeting. Mike Ott moved to approve as written. The motion was seconded and passed.

Bill McHale reported the following:

- Work has been done to address last year's decision to set up a cloud account for the storage of Club documents. Mark Hornby has recommended using a Microsoft OneDrive for Business account. Documents to be stored in this account include Board reports, financial reports, business records, club history, membership data, etc. Access would be limited to a few designated Club members. Money to cover the cost has been included in the 2020 budget. Link Bonforte moved to approve \$400 annually to fund the OneDrive account. Debbie Hatt seconded. The motion passed.
- Frank Bruno and Jim Hoffman, the Audit Committee, have completed the examination of the financials for 2019. The Board reviewed their report and discussed their recommendations. In reference to their recommendation to make changes to the balance sheets, the Board elected not to make any changes at this time.

Vice Commodore's Report:

Link Bonforte reported the following:

- The docks have been stained, the hoist has been removed and a rope has been placed across the ramp to the docks as a safety measure. He thanked Bob Yeaton, Marty Henderson, Joe Hudson, Lew Travis, Bill McHale, and Mike Ott for their work.
- Upcoming projects include cleaning the Clubhouse carpet, reinforcing the creek bank with marl (estimated cost \$500), and killing poison ivy growing on the bank. He will address need for volunteers for these projects at the February General Meeting.
- The Property Committee has revised the Club rental application form and the Club use policy. Copies of these revisions were emailed to Board members prior to the meeting. Before these two documents are posted on the NBYC website, two changes were suggested. First that the line item on the rental application concerning fees for NBYC members make clear that use of the Clubhouse for member family events is free. Debbie Hatt suggested the addition of a clause to the Club use policy stating that the Board reserves the right to ascertain that renters are adhering to the policy guidelines.
- There are now 6 Club rental reservations.
- The banner for slip rental/membership has been repaired.
- Although not in their budget, the Property Committee recommends the addition of window moldings in the new section of the Clubhouse (estimated cost \$400).

Rear Commodore's Report:

Mike Ott reported the following:

- The Cruisers' Dinner will be catered by Moore's Barbeque on March 28.
- The Shakedown Cruise now has 14 boats participating. The group dinner will be on Saturday, April 25, at Clawson's in Beaufort.
- Jerry Crawford will captain the cruise to River Dunes and to Ocracoke.
- Photos of cruisers are needed.

Treasurer's Report:

Sam Bidwell reviewed the February Operating and Cash Flow Statement, summarizing as follows:

- Cash on hand is \$36,280.
- Excellent attendance at the Change of Watch, in combination with a well-set cost to members, meant that members paid all but \$2 each of the total cost of the evening.
- Expenses for the month were typical and expected. Income is slightly ahead of projections.
- Memberships are at 61 with the induction of two couples at the Change of Watch.

Mike Ott moved that we accept the report. Link Bonforte seconded. The motion was passed.

Sam went over the proposed 2020 budget. It was suggested that projected income from Slip Rentals be reduced from \$4,000 to \$3,000, that funds allocated for Public Relations be reduced from \$1200 to \$750, and that the allocation for Membership be raised from \$700 to \$850.

Link Bonforte moved that the budget be accepted with these changes. Tim Broderick seconded the motion. The motion passed.

(See attachments that were emailed to Board Members in advance of the meeting: (1) January 2020 NBYC Operating and Cash Flow Statement. (2) Budget

Past Commodore's Report:

Tim Broderick had no report.

Secretary's Report:

Glenda Decker stated that it would be helpful to have reports in writing whenever possible.

Directors' Reports:

Bob Yeaton's Property Committee report was included with that of Vice Commodore Bonforte. He has checked circuits on the dock in anticipation of installation of the lift. A 40 amp circuit breaker needs to be replaced.

Tom Hartman reported 61 memberships, with one family being inducted at the February General Meeting. He commented that recruitment of new members is the responsibility of all Club members.

Arnie Litteken reported that he is reviewing the By-laws. Bill McHale wanted to know whether a change in the Club's By-Laws would be necessary if a decision were made to allow Board members to participate in meetings electronically. He stated that this is allowed under *Roberts Rules*. Arnie will research this issue.

Lucy Lichty updated the Board on her initiative to increase Clubhouse rentals. She has talked with caterers and event planners and hopes to place brochures in tourist offices and B&B's; however, the consensus of the Board was that it is more appropriate to place our general Club brochure in these public places. Lucy is planning to revise the Club brochure and will add a reference to property rental opportunities. She is also planning to participate in a trade show in March sponsored by the Coastal Women's Forum. She and Jacqueline Douglas will staff the NBYC tabletop exhibit. She would like to offer a ten percent discount on rentals to members of the Women's Forum. Bill McHale directed her to work with the Property Committee on how to handle discounts. Debbie Hatt suggested that the discount be offered as a trade show discount for a limited time only.

Lucy and Debbie Hatt are revising NBYC's Facebook page.

Lucy will talk with the membership at the February General Meeting about purchasing bricks during her "Spring Brick Sale" to place around the flag pole. If bricks are ordered by the end of March, shipping charges will be waived.

Debbie Hatt reported that she is working with Sarah Kerner to plan a new member social. The date is tentatively set for March 20.

Old Business:

Progress on the installation of the slip lift was discussed. According to Mike Ott and Sam Bidwell, we have received the permit from CAMA, which gives the Club until June 26, 2020, to construct the lift. All other necessary county permits have been applied for.

New Business:

There was no New Business.

The meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Glenda Decker, Secretary

Note: Approved Minutes can be viewed at <http://newbernyachtclub.com/index.html>, More dropdown, Member only, meeting minutes/reports.

