

NBYC BOARD MEETING MINUTES, March 17, 2020

The regular monthly meeting of the New Bern Yacht Club Board was held on March 17, 2020, at the Clubhouse.

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

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

Commodore's Report:

Bill McHale called for corrections and/or additions to the February 18, 2020, minutes, which were emailed to Board Members in advance of the meeting. None were proposed. Mike Ott moved to approve the minutes as written. The motion was seconded and passed.

Bill McHale asked for a motion to suspend *Robert's Rules* so the Board could discuss the impact of Covid-19 as related to NBYC's scheduled meetings and activities. Tom Hartman moved for suspension. The motion was seconded and passed. The Commodore sought input on how to abide by the latest guidelines from the CDC about limiting gatherings of large numbers of people, while at the same time maintaining camaraderie and social connections among our members. After input from every Board member, the following decisions were proposed, seconded and passed:

- The March general meeting will be canceled.
- The Commodore will consult with the Board to decide about the April general meeting.
- The Cruisers' Dinner Scheduled for March 28 will be postponed until a new date can be determined.
- The cancellation fees for Club rentals will be waived through June 30, 2020. Link Bonforte and the property committee will send out a letter to inform those who have already booked the Clubhouse about this decision. (Secretary's note: Hopefully, this will be an incentive for people to make bookings in this uncertain time.)

The Board agreed unanimously on the following:

- An "errand" committee, chaired by Sam Bidwell, will assist members who need help with obtaining medications, food, and other necessities.
- Small groups will continue at the discretion of the leader, i.e. work groups formed to deal with club maintenance, dining in, the scheduled Ladies' Shopping at Lynn Faulk's.
- Alternative ways to deal with activities such as Blessing of the Fleet will be encouraged.
- The situation as related to Club activities will be monitored on a month to month basis.
- Cruises will go on as scheduled; however, dinners may be cancelled due to restaurants being closed or serving only take-out meals.

Bill expressed concern that the Board may not be able to meet in April due to the current situation. The suggestion to meet via video conferencing was discussed. Bill indicated that *Robert's Rules* state that we would need to amend our By-Laws to allow remote participation via video conferencing software so that Board members who are unable to attend a meeting in person can participate electronically. This software must ensure that those present at the meeting and the person or people connecting remotely can clearly see and hear each other in real time. Additionally, Bill felt that in situations where it is not possible to

gather for a Board meeting, such as the situation we currently find ourselves in, we need to ensure that the amended By-Laws also allow the entire Board to connect remotely through video conferencing in order to conduct a Board meeting. Bill and Arnie Littekin, along with the By-Laws Committee, will work on drafting a proposed amendment to the By-Laws.

(After meeting action: Bill McHale has drafted an amendment to the By-Laws which would allow remote participation via video conferencing. This draft has been sent to all Board members for comments and input. Following Board review, Bill forwarded all comments to Arnie Littekin and the By-Laws committee and tasked them with drafting a final version. Arnie will send the final version of the proposed amendment to the entire membership via email and/or USPS. He will include a letter explaining why the change is necessary, a ballot to vote on the amendment, and a request that the ballot be returned prior to the May meeting.)

Bill reported that work is continuing on archiving Club records in the Microsoft OneDrive account. Mark Hornby has been working on this project.

Past Commodore's Report:

Tim Broderick had no report.

Vice Commodore's Report:

Link Bonforte reported the following:

- The hole in the creek bank has been filled in with concrete blocks.
- The carpet in the Clubhouse is scheduled for cleaning on March 31 through April 2.
- Link plans to “chain gang” rip rap prior to spring clean-up, which is scheduled for April 13.
- New signs have been placed on the dock warning of electrical shock hazard as required by the NEC (National Electric Code 555.24A).
- Integrated smoke detectors have been added in the basement, the general purpose room, and the kitchen.
- Work on the 2020 Five-Year Strategic Plan will get underway soon. This plan is due by the April Board of Directors meeting.
- Link has started a “Vice Commodore's Corner” column in the monthly SeaWord newsletter. This column will keep members informed as to what is happening with maintenance of the Clubhouse and property.

Rear Commodore's Report:

Mike Ott will send out an email about decisions made regarding scheduled cruises and cruise dinners per decisions made earlier in the meeting. Mike suggested modifications to the Blessing of the Fleet event, perhaps making it a boat only event with blessings of individual boats performed on the water. Lucy will notify news media about any changes.

Treasurer's Report:

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

- The bank balance is \$34,964.
- We have had one Clubhouse rental cancellation and one new rental.

- Income from Clubhouse rentals to nonmembers cannot exceed 15% of the total income for the Club to maintain its tax exempt status. Income for all sources from nonmembers cannot exceed 35% of Club's income.

Mike Ott moved that we accept the report. Arnie Litteken seconded. The motion was passed.

Sam also reported that a work party will meet Friday, March 20, to dig a trench to house the electrical cables necessary for the lift.

(See attachment that was emailed to Board Members in advance of the meeting: March 2020 NBYC Operating and Cash Flow Statement.)

Directors' Reports:

Bob Yeaton's Property Committee has completed close to half of the seventy projects on their list for the year. Bob will email a copy of this list to anyone who is interested. The yard electrical load center damaged by water intrusion has been replaced.

Tom Hartman reported no change in memberships although there has been interest expressed by several visitors to the Club. He is creating a registry book for visitors so follow-up can be done following their attendance at a Club function or meeting. He said he had one application and is talking to a couple who are potential members. He reminded the Board that recruitment of new members is the responsibility of all Club members. Sarah and Debbie accepted positions on the membership Committee.

Sarah Kerner reported that two tentative events are planned for new members. These will be placed on hold. The Ladies event for shopping will go on as scheduled. There are no activities scheduled for May.

Arnie Litteken reported that he is reviewing the By-Laws to determine if they allow Electronic Meetings.

Lucy Lichty shared the poster and the Club brochures, which were on display at the March trade show sponsored by the Coastal Women's Forum. Lucy and Jacqueline Douglas manned the NBYC table at the event. She expressed concern that there will not be much response on rentals until the Coronavirus pandemic has abated. She suggested more promotion to members for rentals. She also encouraged the Board to use the template located on the Club's website to create their own business cards, which can be useful when promoting the Club. She has made card stock for business cards available in the storage room.

Lucy will send out a flyer via SeaWord Extra about purchasing bricks. She will also notify the *Sun Journal* of the cancellation of the General Meeting scheduled for March 24.

Debbie Hatt (unavailable)

Old Business:

There was no old business.

New Business:

In response to members' complaints about the hard seats of the folding chairs in the Clubhouse, Bill McHale and Sam Bidwell have researched chairs with cushioned backs and seats. These chairs, if bought in quantity of 85 can be purchased for \$39.99 each. Bill will display a chair, which has been purchased as a sample, at the next General Meeting and ask for members' input. Tom Hartman suggested creating a

closet for storage of chairs by enclosing the side porch. Link Bonforte suggested raising funds through fundraisers.

Adjournment:

Link Bonforte moved the meeting be adjourned. Tom Hartman seconded. The meeting was adjourned at 4:45 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.

