

NBYC BOARD MEETING MINUTES, May 19, 2020

The regular monthly meeting of the New Bern Yacht Club Board was held on May 19, 2020, via video conferencing using Zoom due to government restrictions resulting from COVID-19.

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

Bill McHale, Commodore, opened the meeting at 3:15 p.m.

Bill McHale recognized Frank Bruno from the Financial Committee. Frank, Bill Byrd and Sam Bidwell, members of the committee, have researched the requirements and options for flood insurance for the Club's property. Not only is flood insurance prudent to protect Club property, it is a requirement from First Citizens Bank, which carries our loan. Therefore, the committee has contacted three insurance carriers and requested quotes for premiums and deductibles. At this time, the committee has received quotes from two of the three companies and is waiting to hear from the third. After discussion of the options presented by the first two companies, Sam Bidwell suggested that a decision as to which company to go with should wait until the third company responds. A decision must be made prior to June 18.

Commodore's Report:

Bill McHale called for additions and/or corrections to the minutes of the March 17 meeting. These minutes were emailed to Board members in advance of the meeting for review, corrections and additions. Link Bonforte moved to accept as written. The motion was seconded and passed.

Bill pointed out that due to the COVID-19 government restrictions concerning meetings of groups, the Club will probably be holding more outside events. This necessitates repairing or replacing the 12' x 20' tent which we currently own. To be useable, the poles for this tent need to be replaced. The cost of replacing the poles is \$120.00 plus shipping. As pointed out by Link Bonforte, having use of a tent would not only be good for Club events, but also desirable to potential renters. Mike Ott moved that the poles be replaced and Tom Hartman seconded. The motion passed. Tom stated that the new chairs should not be used outside. Link stated that he will look at including this caveat in the rental agreement. Bill McHale stated that the property committee needs to have a "punch list" for disinfecting the clubhouse following rentals.

Past Commodore's Report:

Tim Broderick had no report.

Vice Commodore's Report:

Link Bonforte reported the following Property Committee report:

- The exterior of the Clubhouse has been pressure washed.
- Windows in the new section have been trimmed.
- Plans are being made to paint the window trim and outside railings.
- The annual inspection of the Heating & Cooling systems is scheduled for May 27.
- A new US Ensign has been ordered to replace the one in front of the building.
- Three rentals have been scheduled.

Link, as Chairperson, presented the Steering Committee's 2020 Report. Members of the committee are Link Bonforte, Sam Bidwell, Dick Ewan, Marilyn Browning-Henry, Buck Irvin, Jeff Noyes, and Bill McHale. The Committee's Strategic Objectives for 2020 center on membership, revenue generation, and boating/land activities. The committee recommended that the maintenance protocols initiated in 2019 be continued and that capital improvements such as expanding the footprint of the clubhouse and increasing the comfort of furnishing in the clubhouse be considered. The committee acknowledged steps that are currently in place and can be taken to ameliorate the impact of COVID-19.

Tom Hartman added that he was glad to see that the report addresses increasing the clubhouse foot print. He stated that the proposed closet addition is needed.

Tim Broderick moved to accept the report. Lucy Lichty seconded. The motion was passed. Link has prepared a PowerPoint presentation for use in presenting this report at the next general membership meeting.

(See the full Steering Committee Report, which is attached.)

Rear Commodore's Report:

Mike Ott reported that nine boats are participating in the Shakedown Cruise to Beaufort, which has been rescheduled for May 22 -25. Still on the boating schedule are the following:

- Great River Raft Race on June 20
- Poker Run on August 20
- Kerr Lake Cruise on September 16-18
- Heart Works at River Dunes on September 25-27
- Progressive Lunch Kayak Trip on September 17
- Front Porch Music Festival in Oriental on October 2-4.

Mike suggested that the club purchase and post two new "No Wake" signs. Link Bonforte moved to make this purchase. Sarah Kerner seconded. The motion passed.

Treasurer's Report:

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

- The bank balance is \$23,525.
- April is the month we pay most of our insurance bills. Insurance is the third largest routine expense for the club.
- The first payment towards the lift that is being installed will be offset shortly by the member's payment for the lift.
- Income was up significantly due to the chair fundraiser. Between member donations and sale of the old folding chairs, we took in \$7,544 against the \$3,693 expense of the new chairs. Seventy-three percent of the membership donated to the fund.
- Income from other Club events was down due to the pause in Club events, and we had two more cancellations of rentals.

- Primarily due to the probability that the Club will be required to purchase flood insurance and the continued slowdown in Club activities, the forecast for the end of the year has the club increasing cash on hand by only \$1,700 vs the budget projection of \$4,700.

Sam reported that we have sixty-two members. Bill McHale urged that we focus on recruiting new members.

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

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

Secretary's Report:

Glenda Decker thanked those Board members who had provided her with written notes/outlines of their reports. She also thanked Sam Bidwell for setting up the Zoom meeting.

Directors' Reports:

Bob Yeaton reported the following work by the Property Committee:

- The screen porch has been sprayed with "Wet & Forget" to minimize mildew growth.
- Piling caps are on order. This purchase was \$150.00 below budget because our order was consolidated with that of Pier Point Property Owners Association and a lower cost supplier was located.
- New covers for the screened porch furniture are on order.
- Some electrical work has been done on the docks and a new area light for the cruiser dock has been installed.
- An elevation certificate has been acquired and flood vents have been installed.
- An estimate to build a new storage closet for the new chairs is approximately \$3,200. To create this closet, the short part of the current "L" shaped covered porch on the left side of the clubhouse would be enclosed. It would be easy to install an outlet for a refrigerator in this storage area. Four to six volunteers would be needed to do the work.

Tom Hartman reported no change in memberships. He continues to follow up on three names of people interested in membership. He reminded the Board that recruitment of new members is the responsibility of all Club members.

Sarah Kerner reported that two events – a pot luck and a Summer Solstice party - are planned but not scheduled. Timing will depend on when COVID-19 restrictions are lifted. Sarah acknowledged the need to develop guidelines for keeping members safe through sanitizing the club and following CDC guidelines.

Arnie Litteken and the By-Laws Committee have finalized the proposed change to the By-Laws which would allow the Board to meet via video-conferencing. Sam Bidwell moved that the work of the committee be accepted by the Board. Link Bonforte seconded. The motion passed. It was decided that these proposed change be presented and voted upon at the next general membership meeting. According to the By-Laws, proposed amendments must be provided to the membership, along with a ballot, by email or U.S. Mail at least two weeks prior to the meeting at which the proposed changes will be voted upon. A two-thirds majority of votes cast will be necessary for adoption.

Lucy Lichty reported on the work of the PR Committee. She urged members to send cruising and social photos to Bob Yeaton for posting on the NBYC website. Photos are important in keeping the website fresh and up to date. For example, there are no photos of NBYC boats at the May 2 concert on the Trent. Lucy reminded Mike Ott to take pictures at the Shakedown Cruise.

As a result of promoting the club at the Coastal Women's Forum, we now have a corporate rental in early October. This is a trade show where 50+ attendees are expected to drop by from the New Bern area business community. This will be an ideal way to introduce the clubhouse/grounds to local businesses. Our rental brochures will be on display during the event.

She and Debbie Hatt are working on the Facebook page. Lucy will let members know when it is ready via a post on the club's website.

The COVID-19 quarantine has made additional publicity impossible.

Debbie Hatt reported that she is planning an event for next month for new members. A date will be selected and rescheduled if necessary. Plans call for the event to be held outside.

Old Business:

There was no old business.

New Business:

Tom Hartman reiterated the need for creating a closet on the side porch. New pilings are being installed in slip 4. Electricity is not available until next week for the slip lift being installed.

Adjournment:

Link Bonforte moved the meeting be adjourned. The motion was seconded and passed.

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.

