

NBYC Board Meeting Minutes for September 17, 2019

Present: Tim Broderick, Sam Bidwell; Link Bonforte; Marci Crawford; Glenda Decker; Jack Fleming; Karl Lichty; Arnie Litteken; Bill McHale; Jim Smithwick Gary Todd and Guest: Nancy Fogle

The Meeting was underway at 1456 Hours / 2:56PM

Tim Broderick welcomed Glenda Decker as a new Board Member appointed to fill a Director Chair for the remainder of this year and nominated for the Secretary position next year. Glenda gave a little about her background in boating. She said, "the NBYC was a great Club and she is happy to be here."

Tim welcomed back Gary Todd.

Presentation on New Website by Nancy Fogle

Tim Broderick recognized Nancy Fogle and turned the meeting over to her to update the Board on the progress of the new NBYC Website under development.

Nancy first informed the Board that the NBYC Website Team recommended the Board approve \$125 to move the domain name from iPage to Linear Tech hosting due to the ongoing service issues with iPage. In doing so, NBYC will not get any refund on the annual service from iPage. Link Bonforte made a motion to approve the \$100, as requested. Bill McHale seconded the motion. There was no further discussion. The motion passed with no opposition.

Nancy passed out two (2) handouts. One of the handouts was related to the New Web Design with six (6) different tabs and screens. *For each screen, note which tab is being displayed: Home, About Us, Contacts.* The other handout lists the Content Authors or Content Owners. On this handout "Location" refers to one (1) of the (6) different tabs or screens of the first handout.

See Attachments

- NBYC New Website Page Screens (6) Screens
- NBYC New Website Content Authors (2) Pages

The Web Team is requesting that each of you review the content needed for our new web design and decide on the final content for posting to the new website. This can be an individual, a committee or a team effort. You may delegate responsibility or keep it for yourself. However, the content authors listed on the content author's pages are responsible for approving the content.

The same content that is on our current, active website may be used. It is highly recommended that Content Authors read it to make sure this is what they want for our new, updated website.

Not specifically said in the Board Meeting, but, part of Nancy Fogle's follow up email to Board Members: We will be able to include "fillable" forms on our new website. The forms we currently have on the site include: membership application, club rental agreement, slip agreement, and commemorative brick order. People will be able to fill out these forms online and print them out for use.

Deadline for approved content is October 31st!

Send approved content to the following:

Text: June Dowd

junedowd515@gmail.com

Forms: Bob Yeaton

rlyeaton@yahoo.com

Photos: Bob Yeaton rlyeaton@yahoo.com
Buttons: Jeff Noyes jeffnoyes.jn@gmail.com
Questions: Nancy Fogle nancyfogle.rn@gmail.com

As an example, Nancy said when the Forms are how the Board wants them, forward them to Bob Yeaton. Bill McHale requested a list showing where to send content. Nancy provided the email addresses above by email following the Board Meeting.

If you would like assistance with developing content or would like someone to edit or proof read your content prior to submitting it, then please contact Lucy Lichty. She has offered to help.

Tim Broderick complimented June Dowd, the Media Team and PR Team for their work.

Nancy Fogle departed at 1516 Hours / 3:16PM

Tim Broderick, Commodore's Report: Reminder of Committee Reports due in October

Tim reminded Board Members that Annual Committee reports are due by the October Board Meeting in accordance with the By-Laws.

ARTICLE VII COMMITTEES

Section 1. The Commodore may establish any committees that he/she and the Board of Directors believe necessary for the proper functioning of the Club. Chairpersons for all committees will be appointed annually by the Commodore, except as otherwise indicated in these By-Laws. During the October Board of Directors meeting, each chairperson shall present to the Commodore a report of the activities of the Committee during the year, including any recommendations for budgetary or other changes deemed necessary.

Tim requested reports from the Standing Committees and the Treasurer, working with the Finance Committee. Reports are due by the October Board Meeting. Tim asked that the reports be brief without losing anything to consistency, in a few paragraphs if possible, but, not over a page for any reason.

Forward reports to Jim Smithwick so he can consolidate them for the October Board Meeting Minutes.

Bill McHale, Vice Commodore's Report: Property

The recent hurricane did some damage to the docks. Some boards were ripped up. One dock box was torn loose, fell into the creek and had to be "fished" out. It needs to be remounted to the dock. The docks need cleaning and another coat of stain. Cost will be about \$600.

Bill wants to get with Gary and have a work party to clean the property next week, weather permitting. There are a lot of limbs and leaves to clean up. There is a tree down at the back of the lot.

Lucy Lichty as part of the PR Committee is working a *Club House Rental* tri-fold brochure, similar to the *Membership Brochure*, for advertising and promoting the Club. Bob Yeaton is assisting with getting pictures to use with a brochure for Club House Rental.

"Slip Rental with Membership" signs are on the dock and at the front of the property.

A suggestion, from the PR Committee / Bob Yeaton, was to have a sign to advertise Club House Rentals.

There was discussion related to proposal to rent the face dock to larger boats i.e. 42ft Hatteras. A 50-ampere electrical service and water is required to do so. Tim suggested investigating the numbers to determine the future potential.

Bill met with the roofer related to timing for the repairs. He is not happy with their response. An alternative contractor may be needed.

Jack Fleming, Rear Commodore's Report: Cruises

The revised Cruising Schedule dated 8/17/2019 includes:

Oct. 19 Kayak River Bend / Susan Broderick

Raft-up Flash Cruise / Lew Travis: Date TBD

West Bay Small Boat Cruise will be rescheduled due to weather

Oct. 4-6 Ol' Front Porch Music Festival / Daugherty: slips and rooms rentals are full

Oct. 6: Cruise to Morehead City for dinner at Floyd's. 14 have signed up.

Oct. 14 Poker Run / Bill McHale

Nov. 2 (Tentative) Fall Colors - Karl Lichty: Small Boats up the Trent to Pollockville for a picnic lunch.

Nov. 16 Small Boat Flotilla (Clubhouse) / Fleming - Food will be included

Dec. 7 Christmas Flotilla / Hartman

Dec. 13-15 Woolly Bear Cruise to Oriental - Hornby/Fordyce

Karl Lichty, Past Commodore's Report

Nothing to report

There was discussion related to nominees for Board positions receiving the Minutes, attending Board Meeting(s) and the By-Laws requirements. Tim Broderick will address it with the nominees.

Jim Smithwick, Secretary's Report: Review and Approval of Last Board Meeting Minutes

Jim Smithwick, in advance of the meeting, emailed Board Members a copy of the Minutes from last month's meeting for the Board's Final Review and Approval. Link Bonforte made a motion to approve the August 2019 Board Meeting Minutes, as submitted. Sam Bidwell seconded the motion. There was no further discussion. The motion passed with no opposition.

Note: Approved Minutes can be viewed at <http://www.newbernyachtclub.com/index.html>, MORE (dropdown), Member Only, Meeting Minutes / Reports

Sam Bidwell, Treasure's Report: Review and Approval of Financial Report

Sam Bidwell, in advance of the meeting, emailed Board Members a copy of the financial summary for September 2019.

See Attachment: 2019-09 NBYC Finances Rev vs Exp.pdf

Cash on hand is \$23,260. There were no unusual or significant income or expense items this month.

Arnie Litteken made a motion to approve the September 2019 Financial Report as submitted. Gary Todd seconded the motion. There was no further discussion. The motion passed with no opposition.

Note: Approved Financial Report can be viewed at <http://www.newbernyachtclub.com/index.html>, MORE (dropdown), Member Only, Meeting Minutes / Reports

Sam has designed a simpler and more organized spreadsheet with more detail and larger type that will be included in the Finance Committee's Report to be submitted in October.

Link Bonforte, Director's Report: PR Committee

Link reported that Bender will honor the current pricing on items they took over from New Bern Sports Shop for a seamless transition and they have embroidery capability.

Wendy Card, *New Bern Now Magazine*, will have a photoshoot on next Saturday September 21st at 2:00PM to recognize the volunteers that participated in the Kidsville 2.0 Playground Project.

Marci Crawford, Director's Report: Membership Application

See Attachment: Membership Application - September 2019 and Membership Policy and Procedure – August 2019

Marci sent the attachments by email to Board Members in advance of the meeting for Board review and consideration. It relates to proposed revisions and additions to the Membership Application.

Sam Bidwell made a motion to approve the Membership Application as submitted. Link Bonforte seconded the motion. There was no further discussion. The motion passed with no opposition.

Sarah Kerner, Director's Report: Unavailable

Tim Broderick announced that Alisa Mike will perform at the NBYC Clubhouse on October 19th with food and beverage provided. There will be a formal announcement at the next General Meeting.

Arnie Litteken, Director's Report:

Nothing to report

Glenda Decker, Director's Report:

Nothing to report

Gary Todd, Director's Report:

Nothing to report

Old Business:

None

New Business:

Link Bonforte informed the Board he received a *flag event* notification last week. He made trips over to the Clubhouse to fly the flag in front of the Clubhouse at half-mast and to attach the mourning pennants to the flag flying from the gaff.

Adjournment

Marci Crawford made a motion to adjourn. Arnie Litteken seconded the motion. There was no further discussion. The motion passed with no opposition.

The meeting adjourned at 1549 Hours / 3:49PM.

Respectfully submitted,

Jim Smithwick

Secretary

Attachments

- NBYC New Website Page Screens (6) Screens 9/15/2019 Date (.pptx file)
- NBYC New Website Content Authors (3) Pages
- 2019-09 NBYC Finances Rev vs Exp
- Membership Application - September 2019
- Membership Policy and Procedure – August 2019