**BOARD OF DIRECTORS MEETING**

March 10, 2018

9:30 a.m.

**ATTENDEES**

***Board and Officers:***

**Commodore: Mike Foster**

**Vice Commodore: Ed Doughty**

**Rear Commodore: Barb Robinson**

**Past Commodore: Bill Green**

**Directors: Arch Altman, Bill Jarvis, Chesley Sugg, Gay Whitney**

**Secretary: Pamela Eastwood**

**Treasurer: Stephanie Davies**

**Masters: Bill Drechsler, Dockmaster; Dan Walker, Dry Storage**

Commodore Mike Foster called the meeting to order and noted that a quorum was present. The minutes had been emailed to Directors prior to the meeting. Arch Altman moved to accept the minutes from the February meeting as corrected and Barb Robinson seconded the motion, which passed unanimously.

**Past Commodore’s Reports**

The Finance Committee report had been emailed to Directors prior to the meeting, and there were no questions regarding it; accepted as submitted. The Treasurer submitted a report on Members in Arrears and The Communications and Outreach Committee report (previously emailed) was presented by Bill Green. A Dropbox account is under consideration as a means of easy document transfer; a report on this will be submitted at a later meeting. A Membership Report from Jeff Hallquist had been previously provided to the Board.

Social Media, Epitaph and Website are going smoothly, nothing to report.

Chesley Sugg reported that the Gravely dinghy was picked up this week. Chesley has agreed to serve as liaison for the stored boat committee with Madelyn Knie and John Day to assist him. Discussion occurred on the question of setting criteria for action on neglected stored boats. Written standards already exist on this topic and need to be effectively communicated and enforced.

**Vice Commodore’s Reports**( previously emailed)

Ed Doughty reported that all is ready to go for the upcoming Work Day. There was discussion as to start time and a motion was made by Ed Doughty and seconded by Gay Whitney that the Work Day start time be set at 9:00 am. The motion passed.

The Dockmaster’s Report was emailed previously to the Board; there was no discussion. Landscape pole ends will be moved on Friday morning. Some may be used to support flower beds and card reader. Part of the Work Day list is to remove the fallen tree from the storm.

Landscape Committee Arch Altman spoke about the big wood sign outside the gate which needs to be replaced. Paul Mills had taken this on and there is a budget for it. Discussion on options for materials and construction occurred, with action likely in October.

Grounds The sand on the lawn by the water will need to be removed at some point after the project is done. Action for sod or grass will be taken at that point. No action needed at this time.

Old Business The Outer Dock rebuild: a regular plumber can be used to connect the fire suppression lines. Waiting for bids from plumbers now. Driveway surfacing cannot be finished until all work by heavy equipment is complete. However back road and dry storage can and will go ahead sooner.

Ed Doughty spoke about the specific plans for setting up docklines once the new docks are done. A demonstration will be set up so that boatowners can see how it will work. No action needed at this time.

Mike Foster stated that the insurance update on construction is in hand and once the agent is available to speak with, action will proceed on that.

New Business

The annual sewer service contract is with Fortin Construction now as the former contractor has withdrawn. They will do an inspection and will provide emergency service if needed during the contract. That has been executed, per Doug Longhini.

Debit Cards: Stephanie Davies explained how the debit card purchasing process should work when done properly; there have been some communication and coordination difficulties recently. Card users are asked to send an email, at minimum, without delay, when making a purchase with the debit card. The reimbursement form can follow, and again, promptness is important when the debit card is used. Cash expenditures and other purchases should be turned in for reimbursement within a calendar month of the purchase.

Power Boat Support /Preferred Parking Program: Bill Green spoke about the difficulty in obtaining enough power boats which are committed in advance to supporting the racing schedule. A number of boatowners who initially signed up to do support have not able to do so. Those who had signed up in advance to support 8 events were given a preferred parking place. This plan has not worked out as expected. It was agreed that the club as a whole needs to discuss and consider the number and frequency of races on the schedule. Further, coordination among the various area sailing organizations may also help. No action will be taken on the support boat issue now.

REAR COMMODORE’S REPORT (previously emailed from Barb Robinson)

Rules Seminar: The seminar which was held at the club experienced some communication and coordination difficulties. Barb Robinson and Gay Whitney were responsible for supporting NYRA as a co-sponsor. They recommend that a form be developed which defines roles and responsibilities clearly when the club facility is to be used. Barb will develop a draft for review.

Annual Check of medical equipment: This should be placed on the task list for every work day. Equipment and medical supplies should be checked. Barb will speak with the website designer and see if a link can be set up from there to a video which illustrates the proper use of the AED. Paul Mills has taken responsibility for seeing that the fire extinguishers and the AED are checked monthly.

The Racing Report from Bill Jarvis had been previously emailed to the Board.

Bob Stevens Resignation in Good Standing: A motion was made by Bill Jarvis and seconded by Arch Altman and passed. The resignation will be accepted.

A question was asked by Bill Jarvis about the status of the written process to be developed for using the portable pump out. This item needs action; Arch Altman offered to follow up with Paul Mills and report back.

A motion to adjourn was made by Bill Green and seconded by Ed Doughty and passed. The meeting was adjourned at 10:45.

Respectfully submitted by

Pamela Eastwood, Secretary