



St. Paul Yacht Club

St Paul Yacht Club
Board Of Directors Meeting
Tuesday, May 14, 7pm ~ 8:30pm
[See calendar for Zoom info](#)

Minutes Approved by: Andrea Johnson , Jon Oulman , Tom Surprenant , Diane Scovill , Bill Tschohl ,
Andy Ristrom

Board members present: Nathan Schumann , Andrea Johnson , David Nelson , Lynn Adler , Diane Scovill ,
Tom Surprenant , Bill Tschohl , Greg Jorgensen , Andy Ristrom , Troy Janisch ,

Staff present: Kristina Cummings

Guests: Kevin Goodspeed, Carol Janisch, Truman Howell, Barb Haake, Michelle Borne, Lee Philesticker, Denny Wallis, Brett Cummings,

Minutes

- **Call to Order Pledge of Allegiance** (7:02)
- **Approval of Agenda**
- **Open Comments from the Floor**
 - A lower harbor member (KG) discussed concerns with involuntary move, without notice. Member provided documentation for board record. Issue deferred to the operations committee w/be (represented by Andy). Member requested a full board vote.
 - Marina manager noted that 10 of the new, smaller slips have been sold.
 - Board members suggested that operations committee write procedures for determining slip changes, informing members of pending changes, and opportunities to discuss changes before they happen
 - Board members recalled a lack of specificity in the plan to reconfigure the docks in November 2023 board meeting. They suggested sharing a plan during the next meeting.
 - A member in the upper harbor (DW) asked for continued consideration to host a jet ski for \$500 (increase with general fees) in perpetuity without an additional \$360 in club fees.

Motion: Member (DW) will pay \$500 fee with general increases applied for 2024 season. Board will review fees for member-owned small vessels and determine consistent fees for the 2025 season.

From: Andy Ristrom

Seconded by: Andrea Johnson

Status: Passed

Motion: Club will add a cleat of sufficient size at no charge for Troubador.



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From: Bill Tschohl

Seconded by: Andy Ristrom

Status: Passed

- **Flag Officer Reports**

- Commodore - Bill Tschohl

- We are on track with the city lease. Not yet finished. Being reviewed by the city. Lease status should be known by mid June (following city board meeting).

- Vender for dredging will begin working when the Dredging permit is approved by the DNR.

- Vice-Commodore - Nathan Schumann (No report)
- Treasurer - Lynn Adler (See Marina Manager report)
- Secretary - Troy Janisch (No report)

- **Office Manager Report** (attached)

- Evaluating pricing for a Jet Ski doc (we can offer competitive rates)
- Please notify Marina Manager when homeless individuals are in the proximity of SPYC properties. Call or Text SYPC phone.
- Installation of speed bumps is pending fulfillment of a city work order.
- Board action: member will write a stern letter for individuals who have either 1) Not signed their contract or 2) not paid their invoice.
- Board action: Board member will obtain meter readings from liveboards that have not submitted (Kristina will provide a list).

- **Committee Reports**

An overview of each committee will be shared by committee chairs

- Amenities Committee - Nathan Schumann
Commodore: Pontoon at Kings Cove may be available to the club
- Finance - Lynn Adler (No report)
- Marketing & Membership - Lynn Adler
- Committee is seeking visits to local apartments with marketing materials.
- Individuals with Facebook admin access need to re-evaluated.
- Operations - Andy Ristrom
- Gravel will be applied to yard as needed
- Social Committee - Diane Scovill (attached)
- See event list below
- Marina Manager: Club emails from Slipwise will collect RSVPs and Fees for events as needed.



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- Strategic Planning:
 - Meetings are on the calendar.
 - Dock for Boat Launch, and Tree Removal are 2024 projects
 - Planning should begin on replacing the office/shop

- **Old Business [None]**

- Commodore's Ball (discussed during Social Committee update)
- Progress: Lease (discussed in Commodore's Report)
- Progress: Marina Permit (discussed in Commodore's Report)

- **New Business**

- Float purchase (Covered during Marina Manager update)
- Jet Ski docks (Covered during Marina Manager update)
- Standing Rule Revision - Slip Covers

Current Text: "Slip covers must be in good condition, without tears, rips, or severely worn sections. Slip cover frames must be of an approved design."

Proposed Revision: "Slipcovers must be in good condition, without tears, rips, or severely worn sections. Slipcover frames must be in good condition and of an approved design. Slipcovers must be rolled out on or before May 1st, weather permitting, and rolled up on or before October 15th. SPYC will hire a service to roll out and up for a fee negotiated with the service annually by the SPYC."

Slipcover frames or covers that need repairs or replacement will be repaired by the slipcover owner or by a service hired by SPYC at the owner's direction. SPYC staff will notify slip cover owners of any repairs necessary to their covers or framing as far in advance as possible. If repairs aren't made in a timely manner, they will be repaired and billed to the slip holder."

Motion: (above)

From: Jon Oulman

Seconded by: Andy Ristrom

Status: Passed

- **Adjourn to Closed Session**

- Contract Review



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- Board Policy Discussion - Interactions with minors
Policy will be shared at upcoming meeting for board action.

- **Adjourn to Closed Session**

Motion: Adjourn to closed session

From: Lynn Adler

Seconded by: Andrea Johnson

Status: Passed

- **Upcoming Meetings & Events**

- 5/18, Captains Breakfast, 10:30 to 1:30, Clubhouse
- 5/23, Strategic Planning, 6-7pm (Zoom only)
- 5/27, Memorial Day (Office closed)
- 5/30, Agenda Meeting, 7pm (Zoom only)
- 6/6. Women, Water & Wine (details tbd)
- 6/8, Commodore's Ball, 6pm, Pool & Yacht Club
- 6/11, General Board Meeting with Potato Bar

Marina Manager Report:

Kristina Cummings

May 2024

Financial

Checking Account - \$327,953.70

Mud Cat Loan - \$153,998.44

New Slip Sales- We have had a bit of demand for Jet Ski docks. These docks seem to be great entry for renters and having the docks allow them not to need a large vehicle for them to tow them around. See attached proposal.

Dredge Plan – We will be doing dredging after LSM has completed the mouth and under the club house. We will be getting a dredge permit that includes all of our sediment and the sediment that is being removed by LSM. We are waiting on this from the DNR to get going. They guys have filled 2 of the 5 bags we can do this year before we have to remove the sediment. If we have time we will be able to pull out the sediment out this fall before we fill more bags.

I have filled out the permit and am waiting on the City and the DNR for approval for LSM to be able to start the dredging.

Slipwise –How should we manage those not completed? Many members have not signed the contract. I will attach those who have not agreed to the contract.

This weeks update will be sent out using Slipwise with the ability for people to RSVP to the Commodore's Ball and Pay.

We are waiting on our members on Miller to move their boats to finish the 20 Ft slips. We have sold 3 so far. We are having many more calls about those slips coming in and hope to get those done when we are done dredging.

Slipcovers - They will be done by Act Roofing this week but depending on weather

Dock placement – Miller has the 25 ft dock but not the 20ft slips. We are really getting interest on those so we will need to get them put in.

Live a board – we have not received all the meter reading for the water meters, how should we proceed? Give everyone the same water bill.

Water Usage and Expense

3/26/24 – 4/25/24

377 Water St – 1 - \$116.19

4/9/24 – 4/25/24

335 Water St – 3 – 177.60

3/26/24 – 4/25-24

100 Harriet Island Rd – 23 Units used- \$319.82 – down from '23 of 65 Units

Bill	Location	Units	Charges	Electric Average Rate	Gas Average
302180206	Shore Side East	3707	\$ 622.60	0.167952522	
302405475	Dahlgren	1	\$ 13.36	13.36	
302685515	Shore Side Gas / Miller Far side	388	\$ 414.02		1.067061856
302855851	Miller 4th from right	778	\$ 141.31	0.181632391	
302867844	Yard & Gate B Facing East & Office	1868	\$ 398.75	0.213463597	
303179903	Shop	959	\$ 171.09	0.178404588	
303269162	Gate B Left Facing East	2104	\$ 413.83	0.196687262	
303300707	Gate B Facing South	1214	\$ 213.00	0.175453048	
303383996	Miller 2nd from Left	366	\$ 73.54	0.200928962	
303537985	Shoreside West	716	\$ 200.40	0.279888268	
303576871	Upper Harbor East End	1588	\$ 475.64	0.299521411	
303624237	Club House and Shop Gas	95	\$ 123.83		1.303473684
303646978	Miller 3rd from Left	222	\$ 94.40	0.425225225	
303737369	Miller Far from Left	1	\$ 13.36	13.36	
304283411	Club House	2069	\$ 353.61	0.170908652	
		16076	\$ 3,722.74		
			\$ 0.23	\$ 2.09	1.18526777

St. Paul Yacht Club

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

January - December 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
40000 REVENUE				
40100 DUES INCOME	10,725.00	15,100.00	-4,375.00	71.03 %
40150 CLUB HOUSE FUND	12,570.00	20,385.00	-7,815.00	61.66 %
40200 SUMMER DOCKAGE MAIN	217,513.84	321,287.00	-103,773.16	67.70 %
40220 SUMMER STORAGE	25,025.00	21,420.00	3,605.00	116.83 %
40250 DISCOUNTS GIVEN	-7,800.00	-19,500.00	11,700.00	40.00 %
40300 WINTER STORAGE	-960.00	126,485.00	-127,445.00	-0.76 %
40325 LIFT INCOME		49,075.00	-49,075.00	
40337 HARBOR MAINTENANCE	57,782.10	52,670.00	5,112.10	109.71 %
40350 UTILITIES- METERED (GAS/ELEC/WATER)	-1,092.98	72,000.00	-73,092.98	-1.52 %
40351 UTILITIES- COMMON AREA FEES	16,320.00		16,320.00	
40500 GASOLINE INCOME	560.86	75,000.00	-74,439.14	0.75 %
40550 TRANSIENT	300.00	2,000.00	-1,700.00	15.00 %
40700 SHIP STORE SALES	552.18	10,000.00	-9,447.82	5.52 %
40750 MARKUP	497.79		497.79	
40800 SERVICES	-320.00		-320.00	
42000 SAFETY FEES	14,000.00		14,000.00	
42500 YARD INCOME	1,685.03		1,685.03	
SOCIAL FUND	3,660.00		3,660.00	
SOCIAL FUND EXPENSE	-151.00		-151.00	
Total 40000 REVENUE	350,867.82	745,922.00	-395,054.18	47.04 %
Unapplied Cash Payment Income		0.00	0.00	
Total Income	\$350,867.82	\$745,922.00	\$ -395,054.18	47.04 %
Cost of Goods Sold				
50000 COST OF GOODS SOLD		6,000.00	-6,000.00	
50100 COS- GAS	490.00	60,000.00	-59,510.00	0.82 %
50150 COGS - Credit Card Fees	292.50		292.50	
50300 COS-SHIP STORE	825.56		825.56	
50400 COS-SALES TAX	7,077.71	985.00	6,092.71	718.55 %
Total Cost of Goods Sold	\$8,685.77	\$66,985.00	\$ -58,299.23	12.97 %
GROSS PROFIT	\$342,182.05	\$678,937.00	\$ -336,754.95	50.40 %
Expenses				
60100 MARKETING & PROMOTIONS	1,784.44	5,000.00	-3,215.56	35.69 %
60600 SOCIAL	3,386.31	15,100.00	-11,713.69	22.43 %
60700 SOCIAL GIFTS	111.35		111.35	
60800 CLUB HOUSE EXPENSE	664.40	6,500.00	-5,835.60	10.22 %
61000 BANK FEES/SERVICE CHARGES	-1,825.75	3,000.00	-4,825.75	-60.86 %
61050 DREDGING LOAN FEES		5,000.00	-5,000.00	
61100 OFFICE SUPPLIES & EQUIPMENT	2,377.05	5,000.00	-2,622.95	47.54 %
61150 OFFICE SOFTWARE	2,328.87	6,000.00	-3,671.13	38.81 %
61170 OFFICE/GENERAL ADMINISTRATIVE		1,000.00	-1,000.00	
62000 MILEAGE -EMPLOYEES		1,000.00	-1,000.00	

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Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

January - December 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
63000 PAYROLL ADMINISTRATION		1,000.00	-1,000.00	
63500 PROFESSIONAL FEES	5,188.75	7,500.00	-2,311.25	69.18 %
63600 TRAINING	1,755.98	7,000.00	-5,244.02	25.09 %
64000 HARBOR RENT		58,649.00	-58,649.00	
65000 REPAIRS & MAINTENANCE	4,455.30	55,000.00	-50,544.70	8.10 %
65400 SHOP SUPPLIES	1,853.36	7,000.00	-5,146.64	26.48 %
65500 DREDGE & MODIFICATIONS		250,000.00	-250,000.00	
66001 WINTER/WINTERIZING	780.00	4,000.00	-3,220.00	19.50 %
66100 SAFETY EQUIPMENT		1,000.00	-1,000.00	
66200 PERMITS, LICENSES	158.18	1,500.00	-1,341.82	10.55 %
67000 WAGES & BENEFITS		240,000.00	-240,000.00	
67100 GROSS WAGES	34,765.47		34,765.47	
67200 PAYROLL TAXES	30,137.69		30,137.69	
Total 67000 WAGES & BENEFITS	64,903.16	240,000.00	-175,096.84	27.04 %
68000 INTEREST EXPENSE		9,000.00	-9,000.00	
68500 LIABILITY INSURANCE		22,000.00	-22,000.00	
69000 UTILITIES	6,592.29	70,000.00	-63,407.71	9.42 %
GAS & ELECTRIC	5,859.05		5,859.05	
Total 69000 UTILITIES	12,451.34	70,000.00	-57,548.66	17.79 %
69040 METERED UTILITIES	0.00		0.00	
70075 BAD DEBTS	100.00	15,000.00	-14,900.00	0.67 %
QuickBooks Payments Fees	615.77		615.77	
Uncategorized Expense	-773.08		-773.08	
Total Expenses	\$100,315.43	\$796,249.00	\$ -695,933.57	12.60 %
NET OPERATING INCOME	\$241,866.62	\$ -117,312.00	\$359,178.62	-206.17 %
Other Expenses				
70100 DEPRECIATION EXPENSE	30,220.00	90,000.00	-59,780.00	33.58 %
Total Other Expenses	\$30,220.00	\$90,000.00	\$ -59,780.00	33.58 %
NET OTHER INCOME	\$ -30,220.00	\$ -90,000.00	\$59,780.00	33.58 %
NET INCOME	\$211,646.62	\$ -207,312.00	\$418,958.62	-102.09 %

Social Committee	Tuesday, May, 7, 2024	Meeting Minutes
Present	Andrea Johnson, Troy Janisch, Carol Janisch, Shannon La Pointe, Diane Scovill, Colleen Velo. ZOOM: Betsy Dulum, Kristina Cummings	Tom Marrone visited to review some basic safety practices for food prep. Diane will create a poster for the most basic information, including directions for the coffee pot. Vote to join Restaurant Depot (\$48.00 a year), one dissent (Betsy). Diane will follow up prior to the Breakfast on the 18th go this month.
Review of Commodore's Ball. Next steps	Diane, Lynn Adler, Andrea, Carol, Betsy, Evan Fox, Kristina	<u>RSVPs, checks cashed once/week</u> (will Lynn please bring to Kristina each week?), meal counts coordinated and relayed to Maureen at the pool and yacht - <u>Can Carol and Andrea take this on?</u> Work with the Pool and Yacht to cut check for meals in the days following the event. Carol will work with Evan Fox - he will borrow some of the equipment for music that resides in the clubhouse FYI. Invitations were mailed 5/6/2024 which is approximately two weeks past our ideal target. With this in mind the Suggested mailing date for the Holiday party is 10/31/24. Commodore's, suggested program (with approval of Bill), Betsy room arrangement other? (short but a review of Venmo ideas). Venmo ideas were replaced by Slipwise which will eventually make payment across the board for members easier. In the meantime until this is adopted regularly we suggest using Slipwise for as many things as possible to acquaint people with the feature. Thus, an email sent by Kristina using slip wise to remind people they can pay using this feature for the Commodore's Ball will be sent in approximately two weeks. Genius RSVPs Slipwise will this be able to get RSVPs? Hard to wait for Slipwise to be functional.
Budgets to be revised for events due to inflation	Diane and Betsy	In process
Member Survey	Andrea	In process - this refers back to the survey Troy started a month ago.
Social Events/ Marketing	Diane, Kristina, Marketing	Short discussion regarding Mailing labels/quickbooks, Facebook and marketing efforts. Social requested better communication with efforts and postings of any materials so we can all be on the same page and support one another.
Event Costs	14 out of 18 events FREE. Fees returned to budget. Monthly \$\$ check ups	From last meeting: We reviewed the cost for each event. Prices have gone up so there is some adjustment that may happen later. With the fees charged for events returned to social budget. Hopeful purchase ideas are solar lights for Clubhouse. Due to feedback, the Captain's Breakfast is FREE.
Complimentary Dinner Tickets for Commodore's Ball/ Year End	Diane creates motion to the board for a vote. In Process	From last meeting: Create a motion to the board to have the complimentary dinner tickets for board members and staff at the Commodore's Ball/the year end party, come from operations or miscellaneous budget. This is not a social expense, rather, it is an expense used to support board and staff members. A management expense. a good expense and yet, no member receives a direct benefit. (Approximately a \$1,300 expense).
Coast Guard AUX	Kristina	June 6th details coming
Captain's Breakfast May 18	Lead: Andrea	Diane will shop from list provided. Menu in process. Volunteers please show up to the clubhouse at 8am?
Commodore's Ball June 8	Andrea, Carol, Betsy, Lynn, Kristina, Diane	Invitations were mailed 5/6/24 (late), RSVPs Lynn, Checks Lynn, to Kristina weekly and cashed weekly. Credit Kristina, Count totals and updates from Lynn and Kristina weekly-Carol, she will deliver to Maureen-ongoing. Performance Agreement with Evan Fox Diane, Payment Kristina. Room set up and program-Betsy.
General Meeting June 11	Diane	Potato Bar 6-7pm
New Boater June 18	Diane, Kristina	TBD 5:30-8pm
Steak Fry June 29	TBD	Diane will contact musician Bob
Boat Tours July 13	Linda Den Blyeker	1:30-6pm looking for people to volunteer boat tours and boat shuttles
Music Festival - 7/19-20	Kristina	
Back to the '70's August 24	Carol and Andrea	Decided no sound variance permit required
General Meeting Sept 10	Diane	Taco Bar
Chicken Feed Sept 21	TBD	Staying with the best bargain in town Costco/Sam's rotisserie chicken unanimous vote
Pull OUT Oct 5	TBD	Betsy and Troy had some great ideas for Bingo, pin the tail on the pirate etc
Holiday Bash/Dec 7	TBD	DeGidio's after many errors the 7th is the correct date
Winter Carnival 2 parades	TBD work with Bill	
Boot Hockey Feb 22, 2025	Bill	