

# Saint Paul Yacht Club

Board Meeting Agenda

November 22, 2021

In-person in SPYC Clubhouse

Board Members Present										
Commodore	Vice Cmdre	Secretary	Treasurer	Board	Board	Board	Board	Board	Board	Past Cmdre
Greg Jorgensen	Mike Patten	Bill Tschohl	Pat Boulay	Annie Stone	Brett Cummings	Kevin Goodspeed	Barbara Haake	Dennis Sando	Lynn Adler	Steve Nelson
Np	Np	X	X	X	X	X	X	Np	Np	Np
Minutes Approval (N/A for general meetings if no motions are made.)										
X	X	X	X	X	X	X			X	X

Call to Order: 6:30 p.m.

**Guests:** Kristina Cummings

**Determination of Quorum:**


Yes, we have a quorum

**Open forum:**

TBD

**Agenda items:**

**Staff: Kristina Cummings**

- Fall haul-out progress, wrap-up work
    - All boats are out. Crew ended the season last week.
    - Storage contract for winter – Kristina is working with MarinaGo to work out details on how to send out the contract. We are in the process of putting together a summer slip contract.
      - See attached
- 

Storage Contract  
draft from McClay-Alt
- Jack stands – status of purchase and delivery. We got sent some jack stands that were the wrong size and they told us to keep some of them at no cost and sent some others back. The lower jack stands will work for lower boats. The order was finished through land and sea and we did get all those we ordered.
  - Marinago setup and conversion -billing plan
  - Harbor security – next steps planned and, in the works,
    - Last week the City had not been able to provide us with a credit to help install the additional fencing on the marina property we lease from the City. This week, because of other security issues, they have offered to cover half the cost. They can't reimburse us through our lease payment, but they will give us a credit. If we waited for the city to determine if they would do it or not, cover cost, etc. they could take months if not longer depending on City finances. We will essentially pay for the full cost of the additional fencing; the commission credit will reduce our lease payment so it would benefit us in 2022.
    - Fencing from Keller will cost \$7k+/- . The City would cover half of that through the commission credit.

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- Motion: To Contract with Keller Fence to install the fencing as laid out in our prior proposal to the City with the expectation that we will receive a commission credit from the City
  - Discussion: Communication back to City agreeing to the commission credit should include language that this is not setting a precedent as a digression from our lease with the City.
  - Motion approved unanimously
- Minneapolis boat show – no update, but we will need volunteers
- Rotating the metal on the ramps for winter for slip prevention – The crew installed new material on the ramp 90 degrees from what it had been.

## Committee reports and other items:

### April Committee reports

#### Commodore – Staff report

- marina manager job description –
  - Motion to approve the Marina Manager Job Description.
    - 5 Ayes, 1 Abstention (Barb will review and get back to us.) **Did not pass.**
- Employee handbook – This has been approved
- Election Committee – Steve, Denny: progress on recruiting nominees for 2022 – no updates

**Clubhouse:** Chair-Bill Tschohl Clubhouse is in great shape and well maintained.

We have a 2022 agenda including budget for review and approval. (See attached.)



Clubhouse



Clubhouse

Committee Board Pre:Committee Board Pre:

## Motion to approve the Clubhouse Committee agenda and capital improvements.

**Motion by Kevin, Seconded Bill: Motion approved unanimously.**

**Finance:** Chair-Pat Boulay, Jeff Tentinger

- Financial update:
  - Cash on hand: \$257k
  - Long-term debt: \$230k
  - Accounts Receivable-Current: \$3,500Valley Accounting and Pat are getting our financials really up-to-date. (We had been a couple months behind on accounting prior to this month.)

Bolander is here and working on removing the dredging spoils.

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- 2022 budget planning process – status- Work in progress
  - Operations, Clubhouse, Social, Harbor Maintenance budgeting – Committee reports/plans
    - These should have line-items in our budget with planned expenses that also allow some room for unexpected expenses
    - 20220 Summer and winter storage rates should be reviewed and approved no later than 12/20 so there is time to have billing sent out properly.

## Operations: Chair-Mike Patten

- gas line status update: Everyone has gas setup for winter use on live-aboards.
- Gas pump purchase – purchase and installation plans
  - Deposit check (30%) for new gas pump will be sent out to Zahl shortly
- Pump-out plan: The grant is fully approved and we have the pump to install. We will look at phase 2, installing pump-out connections when we can have a fuller discussion on its merits.

**Social:** Chair – Bobbi Daly: The Christmas party will be December 18<sup>th</sup> at the St. Paul hotel. We will be downstairs in their lower are banquet room. The Christmas party invitations are printed, enveloped, stamped and will be on their way tomorrow. RSVPs are due by December 6th. Payments can be made via our credit card system. Call Kristina if you'd like to pay that way. Price is \$50/ plate.

**Community Project:** Chair-Barb Haake Community project funding request status.

**Pray and keep fingers crossed.** This is part of the regular budget bill.

## Other items

To be discussed: Continue or discontinue Coast Guard Safety Checks in 2022?

Standing Rules change: Coast Guard Safety Checks

Greg: SPYC Standing Rules currently state “All boats will get a yearly Coast Guard Vessel Safety Check”. I am bringing to the next board meeting this change request “Any motorboat with an enclosed accommodation compartment (a place where one could sleep) will get a yearly Coast Guard Vessel Safety Check”. We will be issuing appropriate billing credits for 2021 charges, once this happens.

Board discussed this at length. The Standing rules items will be incorporated into the contract so it is not a surprise in the future for small, second boats, etc. The people that had a new inspection fee for the second boat will have until Jun 15, 2022 to get that second boat inspected if they wish to receive a refund of moneys paid in 2021 for lack of inspection.

Action item: Review components of Standing Rules for inclusion in contract language and removal from Standing Rules.

From Page 15 of the Standing Rules:

Safety Check List

All boats must be checked at least yearly for the following safety items:

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1. Engine compartment ventilation – engine compartment blowers must be in operational condition, including undamaged hoses to and from the blower.
2. Battery terminals - all positive battery terminals must be protected to prevent sparks if the terminals are shorted. A battery box or cover which prevents accidental contact with the battery terminals shall be acceptable.
3. Wiring – no uninsulated wires or splices are permitted low in the bilge where they may be exposed to immersion in water.
4. Backfire flame arrester – properly cleaned and installed backfire flame arresters must be present on any gasoline-powered engines, other than outboard engines.
5. Fuel system – no open fuel lines or leaks in any part of the fuel system are permitted.
6. Fire extinguishers – the minimum number of fire extinguishers as required by federal law shall be readily available. The extinguishers must be in serviceable condition.
7. Marine sanitation device (toilet) – no overboard dumping of holding tanks is permitted. Any “Y” valves which would permit such dumping must be removed or permanently disabled.
8. Galley and heating system – no leaks in propane, natural gas, or other fuel is permitted. Propane tank enclosures must be vented overboard to prevent fumes from collecting in the bilge or inside the boat.

An inspection fee will be assessed to all slip holders to cover the cost of a staff inspection. The fee will be waived if an authorized Coast Guard Auxiliary or Power Squadron Vessel Examiner performs a free Vessel Safety Check by June 15th .

Technology update:

Need to replace Windows 7 computer and provide a solid backup plan, etc.

New laptop, 2 monitors, color inkjet printer, backup solution for data/ hardware.

Discussion: Will put together a detailed list and send out for review and approval.

Meeting adjourned at 8:40pm

## **Upcoming planned events and meetings:**

Saturday, December 18, 2021 Christmas party – St Paul Hotel

Monday, December 27, 2021 SPYC Board Meeting 6:30pm