

Saint Paul Yacht Club

Minutes

Monday, February 23, 2015

SPYC Clubhouse

Board Members Present										
Commodore	Vice Cmdre	Secretary	Treasurer	Board	Board	Board	Board	Board	Board	Past Cmdre
Dave McKusick	MJ Babcock	Roni Brunner	Greg Jorgensen	Lynn Adler	Dave Nelson	Bill Gibbs	Terri Meredith	Lynn Gunstrom	Bill Tschohl	Pat Boulay
X	X	X	X	X	X	X	X	X	X	

Present: Roger Anderson

Call to Order: 7:00

Guests: Dennis Sando, Charles Hart, Diane McClellan, Jerry Quaal, Paul Glynn

Dave acknowledged the outgoing board and thanked them for their service; he also, encouraged them to continue to serve the club and stay involved with things around the harbor. Spoke about his excitement to serve the board and discussed a few of the high priorities for the next year. Priorities for the coming year: harbor maintenance, financial future (short term and long term) and setting the club up for the coming years.

Open forum: Jerry Quaal would like to stay involved with the finance committee. He thanked the club for all the cards sent by members. He shared a wonderful card of his family with the board.

Financial Report:

Our cash flow is acceptable right now and we are about a month away from the March 15 early pay discount date which will be the next tide of payments. We still have a significant number of boaters who have not made the \$300 payment or informed of their intentions for this year yet, a situation that is historically not unusual.

Our yearly audit concluded with fieldwork in our office January 28th and 29th and should be available shortly. The audit went smoothly, as is typical.

We have ordered and received the new computer equipment that was in the 2015 budget. We have also updated our QuickBooks and MS Office to the newest versions. We have a new desk system and a laptop as a portable backup. All of the current data and archives have been transferred with last detail being to move all accumulated e-mail addresses. This transition is going smoothly. Other projects will include integrating other directory information such as slip locations, and boat names.

Approve or Correction of Minutes: Minutes for the January 26, 2015 meeting were approved as written. Motion Dave Nelson - Seconded Lynn Adler.

Staff Report (Roger Anderson): Roger submitted a written report (Finance above)

Operations: Operations have been quiet. There were a couple water freeze ups and a new 300' line on the farther half of the shore side live aboard dock was installed. A review of our water and pump-out infrastructure for the live aboard community should be done this year by operations with recommendations brought before the board. The office trailer also did freeze up during the course of the latest cold weather; however, by putting a space heater in

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the history space seems to have fixed the problem. Travel Lift parts have been ordered and will be worked on by staff as the weather gets warmer. The clubhouse seems to be taking the weather well.

Update on old prior business:

Some of you may be aware that we bid on building docks for a project over at the Como Pavilion being run by Jon Oulman as Dockside Partners. This was the old Black Bear Crossings site that the City evicted. The project has been cancelled due to the fact that the DNR will not permit a dock large enough to meet the needs of the new operators, and it came as something of a surprise as the City knew that the DNR wouldn't issue a permit as far back as August 2014 prior to the contract being signed and apparently chose to withhold that information. The dock was a central part of the new operator's plan and it would seem that this is a breach of good faith on the part of the City Parks Department.

Committee Reports

The Commodore would like all committees to meet regularly and establish action items for 2015. He is expecting each committee chair to provide the board with status reports regularly. He would also like all committees to have their first meeting prior to the March board meeting. An announcement in the A&L will be made announcing each committee assignment in general terms and asking for volunteers. Below is a brief description of each committee, the chair and committee members:

Operations Report (Dave McKusick): Discussion on responsibilities for this position: including managing dogs on the docks; bringing back dock/quarter masters to walk the docks regularly and recommending ongoing maintenance as necessary; work with re-establishing good relationships with officials. All dog owners are encouraged to keep their dogs on leashes and follow all park and city rules. The Commodore will look for dock master/quartermaster volunteers and assign someone for each dock.

Committee members: Dave, Mark Mosby - Looking for other volunteers.

Social (Lynn Adler): The number of events will be reduce from last year. Looking for ideas on things that might be fun to try and will be setting up a suggestion box in clubhouse. One suggestion was to re-establish the old Nail-away – spring clean-up. Everyone would like to coordinate this event so that we could participate in the City Park clean up event followed by one for our harbor. Operations will take the lead and work with social to find time on the calendar. Social Committee would like to request volunteers to help setup, take-down, and run events this year.

Committee members: Sue Walters, Diane Scovill, Roni Brunner, Linda Kelly, Ruby McKusick, Terri Meredith, Tom Marrone, Bob Hill.

Marketing (Lynn Adler): Publish the A&L monthly; pull together fliers to leave at the condos across the river and potentially speak with rental managers regarding slips at discount at Dahlgren dock. Ensure that all information regarding our club are on the website including; a map, slip rates etc. Possibly do a new website design and create marketing for slips. New merchandise will be ordered on limited quantities and sold at social club events. This will be first come first serve.

Committee members: Ruby McKusick, Roni Brunner, Linda Kelly, Bill Tschol

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Harbor Maintenance (Dave Nelson): Lots of discussion about the committee but all agreed to rename it with the understanding that dredging is one part of the category. This committee has the following tasks set forth by the Commodore for this year: Produce a dredging procedure manual (Roger); potentially come up with draft boat limits for certain areas; long term dredging ideas (have three to present to members) and include mitigation options (if appropriate); seek outside help and work with governmental agencies.

Committee members: Barb Haacke, John Senglaub, Dave McKusick, Roger Anderson

Bylaws (Ruby): Continue to review of bylaws and standing rules. Bring changes and recommendation to board for approval and general membership for ratification. This committee is already in effect and is not looking for volunteers.

Strategic Planning (MJ Babcock): Review and modify existing strategic plan. Integrate long term dredging plan into strategic plan. Define what kind of marina we want to be. What kind of boats/boaters do we want to accommodate? How does our financial situation and dredging effect that? Can we continue to be everything to every boater? MJ would like to come to each committee's first meeting to review the strategic plan.

Committee members: Bob Hill, Roni Brunner, Diane Scovill,

Membership (Lynn Adler): Brought up that we need to have an annual review of membership and start a campaign to convert associate members to voting members and a review life membership(s). Market the social membership more.

Committee members: Ruby McKusick, Roni Brunner

Finance (Greg Jorgenson): Design statements that are simpler and easy for members to understand. Set next year budget and maintain records.

Committee members: Charles Hart, Terri Meredith, Jerry Quaal, Jeff Tettinger, Bill Tschohl

Clubhouse (Bob Hill): This committee will create a clubhouse budget for new projects. Some projects that the committee should consider would be: specify Pella window shade options or blinds; phase 3 construction and costs/timeline; create a clubhouse manual with specs on plumbing, heating, construction and systems including paint chip colors and flooring used etc. This committee will also work with social and operations on cleaning services.

Committee members: Mark Mosby, Richard Flesheim, Dave McKusick

Staff (Roger Anderson): Define parameters and commence spring dredging for 2015. Define clubhouse sign up procedure. Publish calendar and provide copies in clubhouse, office, and website. Daily walk through of clubhouse. Staff overlaps job responsibilities so we have coverage when someone is on vacation. Update member directory with current contact including boat name, home address, phone numbers, and email and publish. Allow for any opt outs. Membership cards, Gas dock signage, Marina signage, Grounds keeping, house keeping

New committee added this year: Personnel:

Committee set up to review job descriptions of all staff, help develop an Employee Handbook and setup some procedures for the club on those instances when Roger is out of town.

Committee (Roni Brunner): Bob Hill, Greg Jorgensen, MJ Babcock

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Misc. Items:

Membership cards are available – just call the office and ask Roger to print one.

Gas dock signage will be done for spring and installed by Dave McKusick. It was also brought up that we need signage on river side for all harbors (Upper, Lower, Dahlgren).

Adjourned: 9:00 pm

Next scheduled Board Meeting: March 30, 2015.

Attest: Roni Brunner, Secretary

Approved 2.23.15