



Penticton Yacht Club Board Meeting MINUTES

MEETING DATE: May 16, 2018

LOCATION: Penticton Yacht Club

MEMBERS PRESENT: Commodore Marc Tougas
Derek Collins
Matt Krause
Mark Macdonald

Doug MacMillan
Mark Ramoudit
Nathan Roy

MEMBERS ABSENT: Jesse Duncan
Ron Ramsay

STAFF PRESENT: Graham Perrie

RECORDING SECRETARY: Wanda Crowell

Meeting called to order by Commodore Marc Tougas at 7:00 pm.

1. **Adoption of Minutes**

1.1 **April 25, 2018 minutes**

Moved by Mark Ramoudit **Seconded by** Derek Collins

RESOLVED

THAT the minutes of the General Meeting held April 25, 2018 be approved.

CARRIED

1.2 **Items Arising**

2. **Correspondence**

None.

3. Business Report – General Manager

3.1 Gas Dock Update

Pumps are days away. Store being set up with merchandise. Pumps are open now.

3.2 Capital Dock Improvements

R dock came in under budget. N dock fingers needed floats to raise dock to level it off. A bit over cost. Fire extinguishers added.

3.3 Staffing update

Hired Daryl as Clubhouse manager starting tomorrow. Donna in kitchen. Looking being open from 11am to 7pm for now. Will be adding staff as needed. Gas dock will be getting staffed. Maintenance being done.

3.4 Website Update

Report dated May 2018 from Jesse Duncan evaluated quotes from Kelowna Website Design and Original Kreative. The Board gave the direction to accept the quote from Kelowna Website Design (KWD) for website design, website hosting and e-commerce integration.

3.5 Flooding Update/Pumps & Sumps/Paving

Parking lot ripped up. Paving will wait until after.

Predicting a 24" high water level. Have new line from sump.

City will help decide where the barrier wall will go. City has sourced & will put it in place. Metal containers with plastic liners, filled with sand. Could be as early as tomorrow. City of Penticton has put in new pump with dry well.

3.6 Request to move, sublets & waitlist update/Moorage paid

There were about 100 requests to move on list. Worked down entire list. Need to make some follow up adjustments. Took 3 people several days to go through. \$150 charge for Request to Move. Suggest to revamp the forms. Policy for Request to Move, boat must be upgraded to fit the new slip, within a reasonable amount of time. Fee for Request to Move will be reduced to \$100.

3.7 Casabella Princess Update (Old Business)

Outstanding arrears to be billed, as well as winter storage fees owing. Bill for 2018 (from April) to be added.

3.8 Manager Update & Questions

T dock electrical upgrade to 20 amp. One more outlet at the end of K & proper outlets for two commercial spaces. Will look at problems on N dock.

3.9 Accounting

Back-log on inputting things because of only having QuickBooks on one computer. Bookkeeper has promised to get all done by next Friday. Balance sheet still needs to be refined with the accountant.

4. Commodore's Report

Newsletters (email blasts) will continue for now to update the members until the website is updated.

5. Treasurer's Report

Marina Account \$570,644.60; Marina Debit Account \$1,190.78
A credit card has been applied for the General Manager

Moved by Mark Macdonald **Seconded by** Derek Collins

RESOLVED

THAT the Board make a request to BMO (2 cards - marina operations and Food & Beverage) with a credit limit of \$10,000, for PYC corporate credit cards.

CARRIED

6. Secretary's Report

None.

7. Marina Infrastructure Committee Report (Vice Commodore)

Will be working on getting a overall map/drawing of all docks & slips.
Annual maintenance plan is due to the City by end of June. 5 Year Maintenance Plan with cost projections due in July.

8. Fleet Captain Report (DC)

Small boat is for sale but it may remain to be available for sailing lessons in the future.

9. Staff Captain Report (DM)

Still investigating role.

10. License to Use Committee Report

Met with City of Penticton staff on May 10. Hour meeting dealing with communicating responsibilities. City has now 4 items, insurance clause; City will insure the docks.; launch ramps & docks (public) should be their responsibility but they will take on the launch pad (costs to repair) and (we the dock) parking lots (we maintain). Back to Council by July 2nd.

11. Strategic Planning Committee Report

No report.

12. Policy & Procedures Committee Report

Ron Ramsey will be the Chair of this Committee.

13. Clubhouse Committee Report

This was covered under GM Report (Item 3.3).

14. Entertainment Committee Report

Will be meeting with Clubhouse Manager to get things started. The introduction to Fire Boat still on the agenda. Will look for a schedule of event nights.

15. Old Business

15.1 G. Lindsay proposal (April 25/18 Items 2 & 15.1)

The Board feels the proposal may have some merit, however much more information is required before it can be properly considered.

15.2 N. Griffin boat placement (April 25/18 Item 3.1)

This situation has been concluded.

15.3 Casabella Princess (April 25/18 Item 15.2)

Covered under Item 3.7 of these minutes.

15.4 Commercial Leases (April 25/18 Item 15.3)

Review of past commercial leases is starting. Needs to be tied in with City requirements and a Policy (forthcoming).

16. New Business

16.1 Ogotogo Bathtub Race Request for Donation

This has been an annual donation.

Moved by Doug MacMillan **Seconded by** Nathan Roy

RESOLVED

THAT the Board donate \$500 to the Ogotogo Bathtub Race.

CARRIED

16.2 Gas Dock

In May will be open from Friday, Saturday & Sunday. June add more days & then by July should be 7 days a week.

16.3 Clubhouse hours

See Item 3.3 of these minutes.

16.4 Fuel Pricing

Should be looking at the other marinas on the lake & insure that we have competitive pricing.

16.5 Pump Out Charge

Moved by Derek Collins **Seconded by** Mark Macdonald

RESOLVED

THAT the Board charge \$5 for non-members for sewage pump-out and no cost to members.

CARRIED

16.6 Commercial Lease Policy

Already discussed.

16.7 WiFi for T dock

There has been a request for wifi on T dock. The Board will research getting wifi for the whole marina. M. Krause will start looking for quotes from carriers.

16.8 Gas Dock Point of Sale

Local Penticton company Windward S\$6,968.28, tax included

Moved by Mark Macdonald **Seconded by** Doug MacMillan

RESOLVED

THAT the Board contract with Windward Software for the Point of Sale hardware & software systems for the gas dock.

CARRIED

16.9 Application for renewal of Liquor Primary License.

Commodore will be contacting all Board members to provide information required for the license.

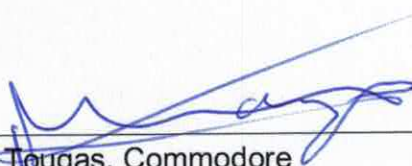
16.10 Past Commodore

Past President Terry Olfert will start attending the Board meetings as the Past Commodore.

17. Meeting adjourned at 9:03 p.m.
The next meeting will be June 20, 2018 at 7:00 p.m.

APPROVED BY:

PREPARED BY:



M. Tougas, Commodore

W. Crowell, Recording Secretary