



## Penticton Yacht Club Board Meeting MINUTES

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**MEETING DATE:** January 18, 2023

**LOCATION:** Penticton Yacht Club

**MEMBERS PRESENT:** Commodore Marc Tougas  
Pat Loyer Bert Ritchie  
Mark Ramoudit Darren Vipond  
Ross Wilson

**MEMBERS ABSENT:** Dave Bushby Ron Ramsay  
Doug MacMillian

**STAFF PRESENT:** Duane Jordan, General Manager

**RECORDING SECRETARY:** Wanda Crowell

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**Meeting called to order by Commodore Marc Tougas at 6:02 pm.**

**1. Adoption of Minutes**

**1.1 November 23, 2022 minutes**

**Moved by** Darren Vipond **Seconded by** Pat Loyer

**RESOLVED**

THAT the minutes of the General Meeting held November 23, 2022 be approved.

**CARRIED**

**1.2 Items Arising**

**2. Board of Director Resignation**

**2.1 Resignation of Treasurer Marty Smith**

A resignation from the Board, dated January 16, 2023 was received from Marty Smith.

**Moved by** Ross Wilson **Seconded by** Bert Ritchie

**RESOLVED**

THAT the Board accept the resignation of Marty Smith.

**CARRIED**

**2.2 Changes to PYC Board Financial Policy**

**Moved by** Darren Vipond **Seconded by** Mark Ramoudit

**RESOLVED**

THAT the Board approve the changes as outlined to the PYC Board Financial Policy.

**CARRIED**

**2.3 Appointments to Board Officer vacancies**

**Moved by** Ross Wilson **Seconded by** Mark Ramoudit

**RESOLVED**

THAT the Board ratify the email motion, approved on December 8, 2022, which stated:

THAT the Board reinstate Doug MacMillian as Vice Commodore; reinstate Pat Loyer as Staff Captain and reinstate Ross Wilson as Director at Large.

**CARRIED**

**2.4 Appointment of Treasurer**

**Moved by** Darren Vipond **Seconded by** Ross Wilson

**RESOLVED**

THAT the Board ratify email motion, approved on January 12, 2023, which stated:

THAT the Board appoint Bert Ritchie as Treasurer.

**CARRIED**

**3. Correspondence**

**3.1 Note of Appreciation**

Email dated December 7, 2022 from Derek Collins, thanking the Board and staff for the gift given to him in recognition of his years of service to the PYC.

**4. Business Report – General Manager**

Trademark will be giving quote on new board for gas dock at Skaha. Gas line is also going in. In water – had little ice. Pest control under way at Okanagan.

**4.1 Promissory note**

Request from a representative of William and Zee Simpson regarding two 1976 Promissory notes of \$250 at 10% interest. The GM will respond that these notes are no longer redeemable.

**4.2 Manulife bank account**

Used to be a holding account for reserves \$279 should be closed and amount transferred to General Account.

**4.3 Credit Card upcharge**

Our credit card company will not allow this at this time. Charging an extra amount for payment by credit card as opposed to cash. Most PYC business will be done by virtual terminal. Have switched to Clearly Payment.

**4.4 Participation cards vs. account credits**

Discussion about changing, maintaining or updating the current system. Would like to switch to a printed cards (like a voucher), with dollar amount recorded on the card and used as cash. No cash back will be offered. An expiration date will be on the card. Once the card is cashed in at the Clubhouse & then after being reconciled in the office, they will be destroyed.

Tabled to next meeting.

**4.5 Gas bar discount for 2023**

The accountant was previously allocating 10% of all gas sales to hold.

GM recommends a 5% discount at the point of sale for all members instead of giving credit to Rusty's. Tabled to next meeting.

**4.6 Basin Wifi**

The wifi in Okanagan basin is not complete. Spotty in places. Should upgrade the antenna to increase bandwidth, boost the broadcast & add the gas dock.

Also the camera (quality & bandwidth) system needs to be improved. Possibly add lakeview camera & possible weather station to be added to the website.

Two quotes have already been received. Tabled to next meeting.

**4.7 Skaha dock RFQ**

Walkways at Skaha need a plan to move forward with RFQ's. Skaha Dock Committee haven't met yet. Will look at doing the whole piece, broken into two pieces. Also need a fire suppression pipe installed. Will be put into budget after RFQ's are received.

**4.8 Extra pilings with dock work**

Will make a recommendation on how many to be done when the Dock Walk is done.

**4.9 Mechanic at Skaha**

The only space available for this kind of service would be at the south end of the lot, behind the new restaurant.

**Moved by** Darren Vipond **Seconded by** Bert Ritchie

**RESOLVED**

THAT the Board retain the south end of the Skaha Marina lot without an on-site mechanical service, but provide option for mobile mechanical services.

**CARRIED**

**4.10 Boat rental crew – OK gas dock & Skaha short term rental**

No proposal yet received. Tabled to next meeting.

**4.11 Marina Management Software**

GM has talked to six different companies. Narrowed down to two. Reviewed with Ross Wilson. Components for the systems are:

1) Reservations (on-line service with scheduling temporary spots, recording dates, issuing contracts).

2) E-contracts for moorage contracts & insurance papers with automatic reminder emails.

3) Visual map of marina & boats to scale with coding for different categories.

Should work for both Okanagan & Skaha marinas and have the ability to review Skaha if someone else is managing. Need to look at visitor slips at Skaha, including slips for the restaurant. Possible funding for a day dock.

The GM will present to the Staffing Committee. Tabled to next meeting.

**4.12 New logo**

Suggests a new bold, simpler logo to update the brand.

**4.13 Marketing/events/social media person**

For better branding & to position the Club in the marketplace, need someone to schedule & market events. Could be included in a new office admin position or a contractor.

**5. Commodore's Report**

The Commodore welcomed Duane Jordan as the new General Manager, effective January 1, 2023. Happy to have him on board. Thanks to Graham Perrie, the previous GM for all his hard work and professionalism.

**6. Treasurer's Report**

Marina \$3,810.91 PYC \$646,728.97 BMO Operating Account \$26,628.33

**7. Marina Infrastructure Committee Report**

Y dock ramp drawings should go out for quote.

**8. Fleet Captain Report**

Meeting on January 24<sup>th</sup>. Tentative dates for events. July 15/16 for Commodore's Ball would be our preferred dates. Wooden boat show for Father's Day weekend.

**9. Membership Committee Report**

**Moved by** Pat Loyer **Seconded by** Darren Vipond

**RESOLVED**

THAT the Board approve the following for membership:

Okanagan Lake

Kavia, Raj & Shelley  
Capone, Darrell & Sartison, Janelle  
Ogden, Brian & Ferguson  
Layden, Mathew & Schiphoff, Ashley  
Tiel, Andrew & Bev  
Prime, Scott  
King, Penni & Lawrence, Douglas  
Linders, Kimo & Joanne  
Blackwell, Trevor & Sarah  
Smith, Raleigh & Broe, Michelle  
Morley, Adam & Piljek, Theresa  
Behniwal, Michael  
Sutherland, John & Bonnie

Skaha Lake

McIldoon, Alan & Angela  
Fourie, Vicci & Susan  
Dennis, Lorne & Connie

**CARRIED**

**10. Strategic Planning Committee Report**

**11. Staff Captain / Clubhouse Report**

**11.1 2023 Food & Beverage Options**

Have two possible proposals for restaurant choices. Have had some qualified chefs applications.

**12. Skaha Marina**

Covered under General Manager Business Report Item 4.

**13. Old Business**

**13.1 AGM**

April 12<sup>th</sup> at 7pm at Penticton Golf & Country Club.

Pat Loyer will Chair the Nomination Committee with Commodore, GM & Mark Ramoudit as members.

**14. New Business**

**14.1 Appointment of Board Member**

The resignation of Marty Smith has left a vacancy on the Board. Per the Board Policy for Replacement of Vacancies for Board Members, the Commodore put forward the name of Dave Bushby who is a member in good standing and is interested in serving on the Board.

**Moved by** Mark Ramoudit      **Seconded by** Bert Ritchie

**RESOLVED**

THAT the Board approve the appointment of Dave Bushby as a Director to the Board to fill the vacancy left by Marty Smith.

**CARRIED**

**15. Meeting adjourned at 8:19 p.m.**

The next meeting will be February 22, 2023 at 6:00 p.m.

APPROVED BY:

PREPARED BY:

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M. Tougas, Commodore



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W. Crowell, Recording Secretary