

# Final

## Willamette Sailing Club Board Meeting Minutes: April 20,2021

By Rachel Barney

*Attendees: Geoff Fanning (Commodore), John Gridley (Rear Commodore), Mike Rees (Fleet Captain), Christine Stamper (Treasurer), Brad Grenham (Port Captain), Deb Postlewait (Club Manager), Program Manager (Matt Berger) Rachel Barney (Secretary)*  
*Absent: Kathy Sandifer (Vice Commodore)*

### Call to order

Geoff called the meeting to order at 6:33 pm.

### Approve Meeting Minutes

Geoff motioned to approve the meeting minutes from the March 18th meeting. John seconded, all were in favor.

### Officers Reports

The slide deck for the General Meeting was reviewed.

### **Treasurer Report - Christine Stamper**

1. Done/To Do March/April 2021
  - a. Done since last meeting
    - i. Intuit account access re established – Geoff and Deb pushed this through. Need at least one if not multiple board members access set up
    - ii. 2020 P&L reconciliation/data entry complete. Ready to go to CPA
    - iii. Provided data for the refinance group – still more pending. IRS filing for 2020
  - b. To Do in next month
    - i. 2020 P&L to CPA – get tax filing done in May
    - ii. Balance Sheet work with CPA – depreciation, any corrections/updates.
    - iii. Q1 2021 books ready to close and go to Financial oversight committee
    - iv. 2021 Reserve Plan – ready for board review and vote

v. General Member Meeting reports – work started

**Other Items briefly discussed:**

- Mike to send draft clubhouse donor plaque plan for review of decorating committee (Kathy, et. Al.)
- Need a low river plan for S. dock wet moorage
- Matt to extend Steve Williams invitation to fleets, though attendance 5/15-16 may be low due to COVID
- Matt and Deb to post garage door lock up instructions
- Geoff to ask around about Hobart Dishwasher

**Club Manager Report - Deb Postlewait**

- Membership Audit: 326 emails sent, more than 200 responses of information changes.
- Scribble Software Suite Continue to be problematic. Technician from Scribble will be online with me for May billing process to document problems and ongoing issues.
- A/R- getting a handle on delinquent accounts. Reinstate late fees for overdue accounts starting in May billing cycle.

**Taskforce Updates**

Technology Taskforce: currently addressing everything from Passwords to Configurations and SYstems mapping

Hospitality Taskforce: working on specific goals and implementation timelines.

**Upcoming Events**

May: 60th Anniversary Virtual Social Hour V2.0 date TBD

**Membership Requests**

Midshipman:  
Martin Gibson

## Regular:

Matthew Russell: Laser, previously belonged to Massapoag YC in Sharon, MA. Enjoys rock climbing & hiking.

Alec Drummond: Laser belonged to WSC many years ago. Enjoys gardening, painting & inventing.

Andrew Stewart: Laser has belonged to several other clubs in Canada. Loves to ski, snowboard, surf/kitesurf, hockey and cycling.

## Youth:

Finn Brownbridge

Koji Kubo

William Lemen

Jane Vallance

## Membership Resignations

### Regular:

Daniel Waring

Peter McMinn (moving to Poulsbo)

## **Program Director - Matt Berger**

### Upcoming Program Events

Siebel Earth Day Clinic 4/24-4/25

US Sailing Level 1 In-Person Skills Course 5/8-5/9

Steve Williams Home Regatta/US Sailing Visit 5/15-5/16

Boy Scouts Community Sailing Clinics 5/22-5/32

WSC Champs High School Regatta 5/29-5/30

Summer Programming Start 6/14

Sears/Chubb Jr Champs Qualifier 6/19-6/20

Wind & Oar Building/Community Sailing Camps 6/14-7/30

Wooden Boat Festival (Tentative) 8/7-8/8

### Past Month's Accomplishments

- Spring season Launch (full capacity)

- Summer registration, staffing, scheduling (LTS classes, private lessons, Community Siling, Siebel)
- Whaler maintenance (batteries, #5 center Console, #3 fuel line pressure issue)
- Website maintenance/updates: formatting, document updates, LTS page updates
- Emergency Action Plan, first aid & AED updates/maintenance
- Docks/fleets readied for opening day
- Siebel training (DEI and COVID safety topics)
- Youth AR and billing

#### Next Month's To-do

- Decals
- Loaner boat reservation system
- Continued summer staffing/planning
- OYSF community sailing fundraising

#### Member of the Month

Rick Wohleber - for all the work he put into fixing the whaler.

Matt nominated Rick, Geoff seconded, all approved.

#### **Adjournment**