

Final

Willamette Sailing Club Board Meeting Minutes: February 18, 2021

By Rachel Barney

Attendees: Geoff Fanning (Commodore), Kathy Sandifer (Vice 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), Previous Board Members Arjan Duyvestein for first discussion.

Call to order

Geoff called the meeting to order at 6:33 pm

Discussion about making club documents available to the entire Board.

- Buy a tower that is accessible to PC and Mac users.
 - Make a process to save files such that just one document is made vs several copies that are separately updated. (Single source of truth)
- Geoff makes a motion to buy the tower ~\$350 taken from the "admin office supplies budget." John seconds. All approve. Arjan to set it up.

Approve Meeting Minutes

Geoff motioned to approve the minutes from the January 21st Board meeting, seconded by Brad. All approved.

Officers Reports

Commodore - Geoff Fanning :27.29

A new liquor license for the club premises was obtained.

Vice Commodore - Kathy Sandifer 33.39

Covid Policy - Downstairs bathrooms will be open for racing and classes. Bar, food and clubhouse will be closed until further notice. Members will be referred to the member area of the website for the most recent WSC COVID policy.

Masks are required on club premises.

Geoff moves to approve the newest version of the COVID policy. John seconds. All approve.

Discussed giving the upstairs of the clubhouse an official name.

Rear Commodore- John Gridley

Making progress on refinancing the club.

Treasurer - Christine Stamper

P&L Summary 2020 – Some updates since Jan meeting, still tentative, books not yet closed. Progression of estimates shown to demonstrate the final books closing takes some time and multiple passes.

| | 2020 Actual (draft as of 1/17/21) | 2020 Actual (draft as of 2/18/21) | 2020 Actual (prelim final on 3/14/21) | Approved 2020 Budget |
|------------------|---|--------------------------------------|--|-------------------------|
| Program Inc | \$128,573 | \$128,573 | \$128,573 | \$ 98,000 |
| Membership Inc | \$186,840 | \$186,840 | \$186,840 | \$209,000 |
| Moorage Inc | \$126,453 | \$126,453 | \$126,453 | \$130,000 |
| Accts Receivable | \$43,799 | \$43,799 | \$43,799 | n/a |
| Cash on Hand | \$222,000 | \$222,000 | \$222,000 | n/a |
| 2020 Net | \$144,332 | \$103,000 * | \$122,472 ** | \$75,475 |

*NOTE: large drop in estimated net between estimates because one of the \$50k loans was incorrectly placed as income in the 1/17 report.

**NOTE: Added back in several large income pieces that were either left out of earlier calculation or changed from capital transactions (that would show on balance sheet not P&L) to grants which show as income.

2021 YTD Numbers (Numbers always through prior month)

| | | | | |
|------------------|-----------|--|--|----------------------|
| | Jan 2021 | | | Approved 2021 Budget |
| Program Inc | \$ 0 | | | \$202,000 |
| Membership Inc | \$44,714 | | | \$206,000 |
| Moorage Inc | \$12,582 | | | \$133,000 |
| Accts Receivable | \$74,292 | | | n/a |
| Cash on Hand | \$324,244 | | | n/a |
| 2021 Net | \$26,119 | | | \$98,700 |

Accounts Receivable Summary – on 2/18/2021

| Date | April 2020* | Aug 18, 2020 | Sep 15, 2020 | Oct 20, 2020 | Nov 17, 2020 | Dec 13, 2020 | Jan 21, 2021 | Feb 18, 2021 |
|-----------------------------|-------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Current AR (not overdue) | ~30,000 | 30,371 | 56,309 | 40,732 | \$41,679 | 24,735 | 31,627 | 25,041 |
| Overdue AR (45 – 120 days) | ~40000 | 13,651 | 6,176 | 14,537 | 13,806 | 3,587 | 4,748 | 5,816 |
| Very Overdue AR (120+ days) | ~60,000 | 32,011 | 20,099 | 16,514 | \$13,908 | 15,076 | 7,424 | 7,525 |
| Total AR | \$134,032 | 76,033 | 82,585 | 72,639 | \$69,394 | 43,399 | 43,799 | 38,383 |

The Board approves the following changes of signers on ALL WSC Bank Accounts:

- Remove John Gridley
- Add Kathy Sandifer

Fleet Captain - Mike Rees

No racing last Sunday due to snow.

- New system for communicating to racers - notices will be e-mailed to all racers who are signed up to race. Members must register for fleet racing on the website to get racing notifications.

Port Captain - Brad Grenham 1.05

The Clubhouse gutters will be repaired Feb 24th.

Two clean up days will occur before opening day on April 18th. Dates are 3/13 @ 9-12 and 4/10 @ 9-12. They will be announced in Willamette Wind.

Lighting upgrade from sodium to high efficiency LED on moorage and parking will cost ~\$4500. Two of five lights are currently inoperable. The board agrees to move forward with the project.

The member survey was a success! - There was a lot of interest in all categories surveyed. We had over 60 responses. At least 1 member rated themselves as very skilled or professional in 61 of the 65 categories. Members' feedback on areas they enjoy is allowing Port Captain to build teams for projects, e.g. blackberry control, watering, signs, and painting.

Secretary - Rachel Barney

Working on new member packets with Deb.

Club Manager Report - Deb Postlewait 1.43

- Late fees will be reinstated in March
- New Member packet to go out to all membership at the beginning of March
- Budget - Cost reductions were made for: Comcast, garbage, and credit card billing. We are saving ~\$400 per month on these items.
- Janitorial service will begin this week. The upland bathrooms will be cleaned weekly and the clubhouse and office will be cleaned monthly . Deb is getting a quote from this company to clean the kitchen.
- Virtual social hour March 9th at 7:30pm - Kickoff celebration for WSC's 60th Anniversary Year.
- Roster distribution was discussed. Rosters will be sent to new members. Many members prefer to use the digital version of the roster. The club will have rosters available in the office for members to pick up if they want one.
- Membership Cards - everyone will get member cards this year, next year the cards will only be sent to new members.
- Telltales - Will be printed quarterly.
- Creating a task force to review and update the technology at the club
 - Deb will write a Charter to explain the goals of the Task Force

- Creating a hospitality task force for activities at the clubhouse
- Club History - Collecting an oral history of the club

Introduction of new members

Geoff moves to accept new membership requests for Travis Ernst and Evan Bayless, John seconds. All approve.

Resignation:

Geoff moves to approve resignations for Paul Quigley and Paul Burtleson. John seconds. All approve.

Membership changes Regular to Senior

None

Sailing Director Report – Matt Berger 2.10

- Moorage audits are complete. Boats have been moved to match the moorage map.
 - Matt will reach out to Fleet Captains to identify boats that are not tagged.
- Registration is live. Most classes are full.
- Thorough training this spring for emergency action plans and training.
- Three RS Fevas are here and rigged. Three more are on their way.
- Seibel Sailing Center web page is up on our website. OYSF to create a scholarship fund for the program. US Sailing enjoys working with our group.
- Tony Norris trained Matt and Drew to do oil changes on all the whalers - this will save the club nearly \$3000 per year.
- Square space has been loaded to the website.
- Geoff and Matt are putting together their committee for P&L for programming
- Six SailCubes arrive February 19th.
- The loaner boat reservation system needs to be updated. Matt is brainstorming the best way to set it up.
- All coaches are set up for the spring. Contracts for summer still need to be created.

Good of the order

I “goofed” awards - no nominations

Member of the Month

Tony Norris

Adjournment

9:06 pm