

Final

Willamette Sailing Club Board Meeting Minutes: May 18, 2021

By Rachel Barney

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

Call to order

6:45 pm

Approve Meeting Minutes

All approved, none opposed.

Officers Reports

Commodore - Geoff Fanning

Club Alcohol Policy

- Alcohol policy - The club will be updating our OLCC license on June 10th
- Hospitality Committee is addressing recruitment of licensed servers.
- New alcohol policy - was reviewed and discussed. Deb to send updates out for review. WSC Club alcoholic policy will be revised and reviewed next Monday, May 24th.

Clubhouse donor plaque

- Mike Rees sent a list of donors for the club and a mockup of the plaque.
- Matt to get the plaque made once the BOD decides what it will be made of and what it will look like.
- We will revisit the plaque at the next board meeting so Mike can participate in the design discussion.

Vice Commodore - Kathy Sandifer

COVID Policy updates- The clubhouse is now open. Kathy, Geoff, Deb and Matt will update the policy as the recommendations come out from the State.

Rear Commodore- John Gridley

Still waiting for taxes for the refinance.

Treasurer - Christine Stamper

1. Budget Summary

	Jan 2021	Thru Feb 2021	Thru Mar 2021	Thru April 2021	Approved 2021 Budget
Program Inc	\$ 0	\$ 0	<u>\$ 24,417</u>	\$ 82,548	\$202,000
Membership Inc	\$ 44,714	\$ 53,958	<u>\$ 66,508</u>	\$ 82,706	\$206,000
Moorage Inc	\$ 12,582	\$22,361	<u>\$ 30,767</u>	\$ 42,357	\$133,000
Accts Receivable	\$ 74,292	\$28,285	\$ 50,885	\$ 16,125	n/a
Cash on Hand	\$324,244	\$214,203	\$234,364	\$292,170	n/a
YTD Net	\$26,119	<u>(- \$1,305)</u>	\$ 43,546	100,635 *	\$98,700

*Note: Program Income went way up with summer program registrations, which are prepaid. Expenses will accrue for those when classes are delivered in summer.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	
1								Jan 21	Feb 21	Mar 21	Apr 21	TOTAL					
2	Ordinary Income/Expense																
3	Income																
14	Total 4100 · Dues and Initiation Fees							43,291.57	9,023.93	13,045.41	17,345.17	82,706.08					
28	Total 4200 · Program Membership							0.00	0.00	26,480.00	56,063.36	82,543.36					
35	Total 4300 · Moorage							12,051.80	9,590.88	9,024.63	11,690.03	42,357.34					
36	4400 · Work Hours							0.00	0.00	0.00	-300.00	-300.00					
39	Total 4700 · Racing Fees							0.00	0.00	0.00	0.00	0.00					
42	Total 4800 · Hospitality Income							0.00	0.00	0.00	8.00	8.00					
43	4900 · Ships Store							-0.62	20.00	20.54	17.50	57.42					
44	Total Income							55,342.75	18,634.81	48,570.58	84,824.06	207,372.20					
45	Gross Profit							55,342.75	18,634.81	48,570.58	84,824.06	207,372.20					
46	Expense																
56	Total 5200 · Maintenance							1,136.54	897.14	2,767.74	1,297.53	6,098.95					
57	5223-00 · Bad Debts							8.67	0.00	0.00	0.00	8.67					
61	Total 5300 · Racing Expense							0.00	0.00	1,290.20	0.00	1,290.20					
87	Total 5700 · Programs							8,055.60	8,038.62	8,244.44	13,533.62	37,872.28					
88	Total 5900 · Safety Boats							911.73	2,961.92	0.00	111.06	3,984.71					
91	Total 5950 · Sailboat fleet							0.00	0.00	0.00	762.01	762.01					
96	Total 6200 · Membership Expenses							0.00	0.00	1,380.49	50.63	1,431.12					
107	Total 6300 · Occupancy							3,523.94	2,723.66	4,751.82	3,039.24	14,038.66					
124	Total 6500 · Administration							2,628.95	4,678.98	6,435.26	4,154.82	17,898.01					
129	Total 6645 · Salary Club Manager							3,158.54	4,211.38	4,571.41	4,569.80	16,511.13					
134	6700 · Insurance							0.00	0.00	11,789.75	0.00	11,789.75					
135	Total Expense							19,694.68	23,511.70	41,231.11	27,840.86	112,278.35					
136	Net Ordinary Income							35,648.07	-4,876.89	7,339.47	56,983.20	95,093.85					
145	Net Other Income							0.01	2,791.67	1,395.84	1,353.73	5,541.25					
146	Net Income							35,648.08	-2,085.22	8,735.31	58,336.93	100,635.10					

2. Accounts receivable summary as of 5/16/21

Date	Dec 13, 2020	Jan 21, 2021	Feb 18, 2021	March 18, 2021	Apr 20, 2021	May 16, 2021
Current AR (not overdue)	24,735	31,627	25,041	12,360	35,910	12,714
Overdue AR (45 – 120 days)	3,587	4,748	5,816	11,001	11,892	1,782
Very Overdue AR (120+ days)	15,076	7,424	7,525	4,923	3082	1,469
Total AR	43,399	43,799	38,383	28,285	50,885	16,125

3. Resolution to open reserves savings account

The Board of Directors at Willamette Sailing Club resolves to open four savings accounts at Key Bank with the purpose of keeping reserve funds separate from operating funds. The accounts will be designated as follows:

- Facilities
- Sailboat Fleet
- Motorboat Fleet
- Dredging

Signers will be Commodore, Vice Commodore and Treasurer. As of this vote, those individuals are:

- Commodore – Geoff Fanning
- Vice Commodore – Kathy Sandifer
- Treasurer – Christine Stamper

Geoff Fanning moves to approve the resolution, Kathy Sandifer seconds, all approve the resolution.

4. DO/Done

a. Done since last meeting

- i. 2020 records sent to CPA, tax filing being prepared
- ii. Q1 2021 closed on May 14, 2021 will go to Financial oversight committee

b. To Do in next month

- i. Finish 2020 Tax filing, get ifor to refinance committee
 1. Email from Jay Carnegie, CPA on 5/18/21-plans to have the tax filing to WSC Board for review by this Friday, 5/21/21
 - Board discussed pushing Jay to get this done ASAP so the club doesn't lose money on the opportunity to refinance.
- ii. Q1 2021 books to Financial oversight committee
- iii. Open and fund four savings accounts for reserves

Fleet Captain - Mike Rees

Absent

Port Captain - Brad Grenham

- The work platform has been installed for painting the south side of the clubhouse. Mike Magee spent the morning sanding and priming.
- A lift has been rented to install lighting in the Moorage area. Ted Drayton will be installing them.
- Peter Devry - Working with backyard habitat to replant the bank. He would like money to plant native species. Peter is requesting \$500 to buy native plant species.
 - The money should be taken out of the maintenance budget. The Board discussed and approved \$499 for replanting the bank.

Secretary - Rachel Barney

- Getting new member packets out the week that members are approved by the Board of Directors
- Rachel to e-mail Tom Beckham and Dan Winchester about Honorary Membership

Club Manager Report - Deb Postlewait

- Deb is working to update member contacts and get an updated contact list on the website.
 - She is working on streamlining member input -currently the office has to type the member in four times to add them into the system.
- Looking into reducing credit card and support fees. Credit Card fees were at 9%, Deb has gotten them down to 6%. Possibly can get them down to 2.5%.
- Looking into a reservation system app for fleet boats.
- Exploring alternative software for billing.

Membership Requests:

Craig and Corinne Strauser

Ted Hall and Sallye Coyle

Geoff moved to approve new members, Christine seconded, all approved

Resignation:

Youth:

Timur and Ben Evrenosoglu (both have zero balance, high school racers not returning

Geoff moves to approve all resignations, Christine seconded, all approved

Program Director Report – Matt Berger

- Programs have collected \$70,000 net for summer programming \$75,000 gross.
 - This number doesn't include the community sailing. We expect \$25,000 from community sailing from PPS.
- Opening up more spots in the classes since they are already full.
- Summer teams are expanding now that we have RS Fevas.
- Steve Williams Regatta went smoothly. US Sailing was very impressed with our venue. Peter and Jan from Wind and Oar came down and interacted with US Sailing. Ashley and Mitchell were there. It all went extremely well.
- Family Fridays discussion.
 - Decided to bring back Family Fridays and have happy hour simultaneously.
 - Attendants must have taken a class with WSC.
 - Hours will be 5-8pm.
 - Reinstate Family Fridays starting June 14th.

- 17 of 40 high school sailors are graduating. Focus will be on recruiting younger sailors this year.
- NWYRC development regatta - for developing sailors, Hood River is bringing their 6 RS Fevas and we have our 6 RS Fevas.
- Matt will do thorough training for Coaches this year. June 5th and 6th.
- Signage - we need to put up a "shallow sign" near the sandbar. Move the no wake buoy at the north end of our harbor.

Good of the order

No nominations

Member of the Month

Bill Kessler - for watering plants at the club several times per week. Brad nominated Bill, Geoff seconded, all approved.

Adjournment

9:04 pm