

Final

Willamette Sailing Club Board Meeting Minutes: June 16, 2022

By Rachel Barney

Attendees: Kathy Sandifer (Commodore), Brad Grenham (Vice Commodore), Geoff Fanning (Rear Commodore), Mike Rees (Interim Fleet Captain), Christine Stamper (Treasurer), Drew Ehlers (Club Manager), Rachel Barney (Secretary) via zoom at 7:30pm, Absent: Jared Lathrop (Port Captain), Matt Berger (Program Director)

Location: Windward Room and Zoom

[Vice commodore taking notes during Secretary absence till 7:30pm]

Call to order

6:40 pm

Approve Meeting Minutes

All present approved minutes; Interim Fleet Captain abstained.

Treasurer's Report

1. **Budget and Financials summary:** Jan – May 2022 P&L: Budget vs Actual. In general doing very well.

		2022					
		Jan 1 - May 31	Jan 1 - May	% of Jan -	Full Year	% of Full	% of year
		Actual	31 Budget	May Budget	Budget	Yr Budget	gone by
Ordinary Income/Expense							
Income							42%
4100 · Dues and Initiation Fees	\$ 110,053	\$ 103,610	106%	\$ 215,022	51%		
4200 · Program Membership	\$ 212,920	\$ 130,000	164%	\$ 309,100	69%		
4300 · Moorage	\$ 65,322	\$ 50,400	130%	\$ 124,000	53%		
4400 · Work Hours	\$ (300)	\$ -	100%	\$ 38,000	-		
4600 · Membership Development	\$ -	\$ 3,225	0%	\$ 11,900	0%		
4700 · Racing Fees	\$ -	\$ -	0%	\$ 3,500	-		
4800 · Hospitality Income	\$ 1,801	\$ 2,900	62%	\$ 12,000	15%		
4900 · Ships Store	\$ 30	\$ -	100%	\$ 500	-		
Total Income	\$ 389,826	\$ 290,135	134%	\$ 714,022	55%		
Expense							
5100 · Ship Store Expenses			0%	\$ 500	0%		
5200 · Maintenance	\$ 4,132	\$ 9,575	43%	\$ 25,155	16%		
5223-00 · Bad Debts	\$ -	\$ 2,000	0%	\$ 5,000	0%		
5300 · Racing Expense	\$ 1,638	\$ 200	819%	\$ 6,300	26%		
5400 · Membership Development Expenses	\$ 237	\$ 5,750	4%	\$ 21,400	1%		
5700 · Learn To Sail Programs	\$ 45,393	\$ 64,217	71%	\$ 237,043	19%		
5800 · Hospitality Expenses	\$ 2,225	\$ 4,793	46%	\$ 14,352	16%		
5900 · Safety Boats	\$ 11,019	\$ 6,550	168%	\$ 16,500	67%		frontloaded spending
5950 · Sailboat fleet	\$ 1,142	\$ 2,800	41%	\$ 8,000	14%		
6200 · Membership Expenses	\$ 732	\$ 2,350	31%	\$ 4,380	17%		
6300 · Occupancy	\$ 20,010	\$ 20,545	97%	\$ 79,000	25%		
6500 · Administration	\$ 19,396	\$ 19,635	99%	\$ 50,000	39%		
6645 · Salary Club Manager	\$ 22,865	\$ 22,947	100%	\$ 60,073	38%		
6700 · Insurance	\$ 13,299	\$ 12,000	111%	\$ 56,083	24%		
Total Expense	\$ 142,087	\$ 173,362	82%	\$ 583,786	24%		
Net Other Income	\$ 11,249	\$ 8,950	126%	\$ 23,510	48%		
Net Operating Income	\$ 258,987	\$ 125,723	206%	\$ 153,746	168%		
Capital and Reserve Contributions							
7720 - Mortgage Principal Payment	\$ 6,688	\$ 5,396	124%	\$ 18,160	37%		
NET FOR RESERVE CONTRIBUTION	\$ 252,300			\$ 135,586	186%		

- Overall doing VERY well.
- Programs and Core member income are headed to exceed budget
 - Club's core income stream is healthy
 - INFLATION AND RECESSION: We are heading into potential tougher times strong and with some "freeboard"
- May end up going over in a few expense areas due to:
 - Higher than expected inflation (insurance esp, some occupancy)
 - Credit card fees – more income -> more cc fees. A "good" problem
- Safety boats – appears over the Jan – May budget
 - This is an artifact of my estimate of how the full budget would spread through the year
 - Front loaded expenses to do significant cleanup/maintenance on safety boat fleet
- Enough money in annual budget left for fuel, basic maintenance and incidentals
- Hospitality –
 - Similarly under in both income and expenses. 15% income, 16% expenses
 - NET income is negative but we expected and budgeted for that

Clubhouse Const Mortgage Int rate 4.64%	\$589,896	\$583,497	\$582,232	\$580,968	\$579,462	\$576,820	\$575,528
2021 Dredging Loan Int rate 4.5%	\$150,000	\$0 *	\$ 0	\$0	\$0	\$0	\$0
TOTAL Long term debt principle	\$739,896	\$583,497	\$582,232	\$580,968	\$579,462	\$576,820	\$575,538

4. Accounts Receivable – as of 6/16/2022

AR summary Date	Jan 21, 2021	Dec 19, 2021	Jan 21, 2022	Feb 17, 2022	Mar 17, 2022	Apr 10, 2022	May 19, 2022	June 16, 2022
Current (not overdue)	31,627	16,560	27,557	28,942	27,146	17,209	12,273	12,780
Overdue (15 – 120 days overdue)	4,748	4,963	6,160	5,679	3,864	6,253	1,769	1,845
Very Overdue (120+ days overdue)	7,424	724	589	3,552	1,960	1,011	585	62
Total AR	43,799	22,382	40,466	38,173	32,970	24,474	14,627	14,700

5. Resolutions : None

6. Done/To Do
 - a. Done since last meeting
 - i. Books submitted to CPA, tax reports in progress
 - ii. Finished setup of SIMPLE IRA
 - b. To Do
 - i. Enroll participants in SIMPLE IRA, get program rolling and manager trained
 - ii. Put together bylaw-prescribed report of all cash and assets of club (detailed balance sheet) (to be done after 2021 tax report is complete)

Note! MORTGAGE RATE RESET IS COMING UP IN JULY. I'm expecting the rate to increase, I have no clever way of estimating except that our mortgage has a limit of 2.5% increase. The club can afford this.

Board considered request for waiving dues for member who lost job; Board can offer inactive status if member pays existing balance

Communications

In your gmail, create a shortcut to "WSC Documents 2022" by starring this folder in Drive. Then create new documents in this folder and they will automatically be available to all.

Rear Commodore- Geoff Fanning

Hospitality events are going well. Two paid servers worked well for Wednesday burgers and beer. It is the most highly attended event.

Fleet Captain - Mike Rees

Al Morris planning is going well.

Vice Commodore - Brad Grenham

- New Member orientation before the Happy Hour - 45 minutes was adequate. Speaking notes have been created. 15-20 people attended. Generally successful. Plan to do an orientation ~every 6 months.
- Harassment Policy is now on the website. What other policies need to be on the website?
- Race Committee- state law requires the skipper to wear the kill switch bracelet while planing on the power boat. We will inform race committee about the law through email and reminders on the race committee boats.

Commodore - Kathy Sandifer

- New Moorage policy
 - The new moorage policy was discussed and more edits will be made before publishing.
- Wet moorage is underpriced compared to all other moorage on the Willamette River. As part of the overall budget picture, which includes big insurance increases, the Board will look at proposing wet moorage rate changes, when the budget is reviewed in the fall.
- The Board realized that the catamarans in the lot are wider than the other fleet boats and the Board discussed charging the same moorage rate as the boats over 18' due to the additional space requirement.

Secretary - Rachel Barney

- Ship's Store
 - The club sold 48 tech shirts in the ship's store pre-sale. An additional 10 shirts were ordered to have on hand at the store. The order will be available for pick up in two weeks.
- Name Tags
 - Name tags for new members and members who have not yet recieved a name tag are on order.
 - Name tags are ordered twice yearly.

Introduction of Prospective Members

Membership Requests

Regular

- **Charles & Nora Lersch**
 - Sailor from the East Coast / Upper Midwest. Sailed with his family on a variety of performance race boats similar to a Melges 24, and has competed in events like the Chicago Mac Race. Joining the club now that they have moved to Portland and have shown interest in joining the Thistle Fleet.
- **Thomas Wybenga**
 - He is a Lido Sailor from Seattle that has shown a lot of interest in the WSC Lido Fleet. He has a Lido and I am holding the last space I have in the lot for him. He is wanting to race more and has been connected with Thom Mclaughlin and Kathrine Long in order to get established with the Fleet.
- **Kevin Crandall**
 - Kevin and his family just moved back to Portland from Hong Kong. They were members of the Hong Kong Yacht Club and have been sailing for many years. Kevin is sailing with Bill Hughes and plans to take over ownership of the Thistle after the summer sailing season.
- **Samantha Ellis**
 - Samantha was a sailor on the University of California Irvine Sailing Team. She has sailed in 420's, 29ers, Fj's and Lasers during college and after. She has also sailed with Sebastein, a former fleet captain. She is interested in joining WSC and getting out with the Laser Fleet.

Midshipman

- **Grant Gridley and Claire Seigel Wilson**
 - We all know these two sailors. Grant and Claire have brought 1 Thistle and 2 Lasers back to WSC for the Summer. Grant is here to stay in Portland now that he has graduated and plans to sail into the Fall. Both are now over 21 years old and are asking to waive the initiation fee and join as Midshipman Members.
 - Grant has been a lifelong sailor with WSC and Claire was a Coach at WSC for many years.
- **Eric Villadsen**

- Moved to Portland from the Upper Midwest. He has come down to the club to sail with the Laser Fleet already and has sailed in a Thistle with Bill Hughes. Experienced with scow sailing and other one design classes and is just looking to get racing / out on the water.

Youth

- **Simon Carter**
- **Frances Carter**
- **Lucas Carter**
- **Archer Elsom**

Membership Changes

- **None**

Pending Approval

- **Tripp Robinson** Regular → Inactive
 - Sold Laser, Trailer is still in the lot.
- **William Prendergast** Regular → Inactive
 - No Call Back Yet

Membership Resignations

- **Paul Reedal**
- **Max Thompson**
- **Eric and Katherine Stecker**
- **Christopher “Nick” Embrey**

Geoff moves to accept the new membership requests with the exception that Samantha will have to pay the regular member initiation fee and dues since she does not meet the midshipman requirements. Brad seconded, all present approved.

General Business

Club Manager Report - Drew Ehlers

- **New Member Orientation**
 - New Member Orientation was a Success
 - 6 new members / Families Came to the Event

- **Bartending Employees**
 - Great help at the Bar for Wednesday and Friday Nights.
 - Last Night - \$526.00 From Burgers & Beers
 - Gilligan's Island Party was Good Fun
 - Clubhouse Rented - Twice for June = Extra Hospitality Income
- **Moorage and Upkeep**
 - Letters and Calls to All Boats Growing Moss
 - Making Space in the Lot by Asking People to Move Boats or Clean Boats
 - No powerboats are in the lot at this time. No More Powerboat Approvals.
- **General Updates from the Office**
 - Tower is Back in The Office
 - Travis Ernst - Helping With Commodore Photos

Program Director's Report - Matt Berger

Operations

- Programming
- Power and Sail Fleet Maintenance
- Program Facilities
- Website
- OYSF

Upcoming Program Events

- US Sailing's Chubb Junior National Championship Area L Qualifier; 6/18
- Steve Williams/NWYRC Development Regatta; 7/16-7/17

Past Month's Accomplishments

- Summer programming start; 6/13!
- Ongoing summer registration & scheduling
- Website maintenance/updates
- Staff onboarding and training (23 hourly summer coaches)
- Whaler upgrades, repair, maintenance (new black RIB with outboard, Sunshine long shaft, grey RIB repair, oil changes)
- Sail fleet maintenance and cleaning

- OYSF fundraising, programming, disbursements (5K for spring Columbia drive, Multnomah Athletic Fund grant, OR Board of Ed grant, Laser raffle, Oregon Boating Foundation, boat donations/sales...)
- Programming insurance audit
- PRO for EYC Memorial Junior Regatta
- Loaner boat check-outs

Next Month's To Do

- Summer programming, summer programming, summer programming
- Fleet maintenance
- Mark anchor upgrades

Discussion

River conditions were not ideal, but summer programming is off to a very busy and good start. Registration continues to exceed budgeted goals and I am focusing on adhering to budgeted expenses. Wage and fuel expenses may be higher than expected due to inflation and busier programming than expected, but I will make sure they coincide with the increase in programming income.

New staff are training well and returning staff are being very good teachers. Our two-day staff training was very thorough and heavy on safety. We were also joined by Siebel Coach Michael Cornew who focused on inclusivity and equity in junior sailing. We've had several engine issues this week, but have fixed most internally. The grey RIB is currently at PowerSports for a more complicated repair (talk to Matt for details).

Member of the Month

Amy Blumenberg and Chris Potter for the party facilitation and cocktail wizardry.

Adjournment

9:23pm

Reviewed

Brad Grenham 6/28/22

Matt Berger 7/5/22

Christine Stamper 7/8/22

Kathy Sandifer 7/11/22

Geoff Fanning 7/11/22

