

APPROVED BY BOARD OF DIRECTORS APRIL 21, 2018

Tawas Bay Yacht Club

Board Meeting Minutes

March 17, 2018

Present: C. Gettel, D. Zobel, J. Princing, J. Banner, M. Scott, J. Olgaard, D. Larue, P. Nice

Not Present: N. Princing, R. Main, R. Thwing

Guests: Butch Babcock, R. Stork, M. Haglund, B. Kidder

Called to order by C. Gettel at 10:09am

Review minutes of February 3, 2018 board meeting. Presented by Secretary J. Princing.

**Motion: Approve minutes of the February, 2018 Board Meeting as presented.**

**By: J. Olgaard Second: D. LaRue**

**Discussion: None**

**Unanimous vote in favor, motion passes**

COMMODORE'S REPORT – C. Gettel

Welcome back Mike Scott.

The Board expresses condolences to the Crofton family. Their son passed away earlier this week.

C. Gettel has had more communications with Universal Roofing. We will get on their schedule for roof repair as soon as the weather improves.

C. Gettel and J. Olgaard met with prospective cooks last Saturday. They asked until next Monday to give their final commitment.

Kim Foskett is the Culinary Directory at losco Skills Center. She would like to volunteer her time to direct her top culinary students to provide our food service this year. Kim is a ServeSafe instructor.

Zachary Williams – chef that would supervise the students. Comes highly recommended from Matthew Barnett. Impression of Zachary is that he is very sincere and looking forward to working with the students. The goal is to have good food service, keep costs down so that we don't lose money.

C. Gettel will report final decision after Monday.

We had some questions about using underage workers (18 - 19), will get those answered.

Seems like the best option for us.

Question about plans for wait staff. Faith from last year wants to come back. Additional would likely come from the culinary program.

Monday the 19<sup>th</sup>, fire extinguisher inspection and hood cleaning.

Full deep cleaning of the kitchen scheduled for next week.

Commodore's Ball theme is Caribbean Nights. Island party, looking at a steel drum band.

We had another membership inquiry from Facebook.

New membership application.

David and Sharon Orr, applying for social membership. Have a lot in the city park. Butch Babcock and Don Kutcher sponsor. Butch knew Sharon 30 years ago. They're back in town and will be a good addition. Will probably be attending on Friday nights a lot.

**Motion: Accept David and Sharon Orr's application for social membership.**

**By: D. Zobel Second: Jon Banner**

**Discussion: None**

**Unanimous vote in favor, motion passes**

Comments from Butch Babcock: likes food service idea. In Berea KY, there is an old hotel that is staffed by students from the local university and it works well.

Assessments. We are lessee of the property, meaning that we are responsible for the taxes. We should recognize the fact that we have a sizeable investment here in structures that are real property. You don't get just taxed on the land, but the structures on it.

LaRue comment – would like to have a real survey done. Would clarify what we own.

Butch says we will find that we don't own anything but the small piece out by the road. This was decided by federal court back in the '90s. Survey would be a waste of money except to define the small parcel out by the road.

Riparian – laws about owning property on a body of water. Defines where your property line is as the water goes up and down. Historically back to establishing fishing rights. There's a point at the middle of the Bay that all the lines run to so that if the water went away, all would lose their shoreline at the same time. The federal judgement took those riparian rights away from TBYC.

D. Zobel recommends a separate meeting to review our property boundaries, DEQ bottomland lease, and Coast Guard license. We need to fully understand our obligations and any restrictions

of use related to our DEQ lease and CG license, and communicate this information to our members.

#### TREASURER'S REPORT – D. Zobel

See attached.

We did liquidate all of our Certificates of Deposit. Harbor renewal fund is now in the Harbor Renewal checking account.

Review of February check disbursements. Operations checking and Harbor Renewal checking. Next month there will be a lot of checks paid out of the Harbor Renewal checking.

Noted that the disbursements were reviewed by the Board.

Yvette Thrush has reviewed the accounts and communicated to D. Zobel that they look ok.

Thank you from the Board to Yvette and Gerry Thrush for contributing as advisors to the treasurer and reviewing our financials.

Membership: Reviewed list of unpaid members to date. Donna will work with flag officers to contact these to make sure that if they want to remain members that they get their dues paid. Many are social members and are likely to renew.

Dockage – 32 paid, still waiting on 6 boats.

Harbor Renewal fund update

See Donna's notes.

#### VICE COMMODORE'S REPORT – J. Princing for N. Princing

See attached

#### REAR COMMODORE'S REPORT – Jon Banner

Dock rebuilding project. Working on sourcing to be sure we get the right material at right price.

J. Banner will put together a list for clean-up day.

J. Banner has a call in to Cedarville to get timing for the project to rebuild seven of the docks. J. Banner has received approval drawings for the proposed work. Would like to be present when they're working.

J. Banner presented the "unicorn island" for the club's use this summer. Could use the unicorn island as a mark for the J22 regatta. Could raffle off the right to sit in it.

Still waiting to hear back from Rock Blanchard if he wants to lead up completion of the playground project. J. Banner will confirm.

#### SECRETARY'S REPORT – J. Princing

See attached.

Some discussion of how to get more members to pay dues on time.

The by-laws state that dues are to be paid on or before January 1st . If members do not pay by March 1st, they could be denied use of the club or membership terminated. Maybe need to encourage people who do not plan to renew to let us know. Best plan is to call people – we're a small enough club to do that.

Read E-mail addressed to the board, dated March 15, 2018 from Chris Princing. (attached)

Discussion to clarify the purpose of regatta income. Intended as seed money for future events, but the Board has full discretion to spend the money as needed. Organizing committees for some past events have presented the Board with suggested uses for the money raised and those suggestions have been welcome.

Donna – suggests change wording to “board approval” from “board discretion”

If someone has ideas for how to use that money, they should propose it to the Board and the Board would welcome and consider that.

The reason regatta income was left as a separate line in the financials was to show the membership that these events benefit the club.

Suggest Chris Princing attend a board meeting to propose a way to spend the money.

Review the minutes of the fall 2012 membership meeting and board meeting to see what was said about that money at the time.

#### RACING UPDATE – J. Princing for Frank Fitus

See attached email from Frank Fitus

Proposal for changing date of Wayfarer regatta from September to July 6, 7, 8. Dave LaRue is working with the Wayfarers and have had a request to change to a summer date so that more kids can participate.

There is a conflict with J22 Fleet races on Saturday and Ladd McKay on Friday evening. We would have to cancel the J22 racing.

Cristi thinks they are a great group. Loves to see the activity of them being here. Would be willing to work to help make it work out.

J. Princing supports having them here, only concern is that we would have to cancel the J22 races for that day.

Concern that this is a busy, important weekend for the club. There would likely be some members that would not welcome that additional traffic.

The week of the 13<sup>th</sup> of July was proposed.

**Motion: Amend the schedule to move the Wayfarer regatta to the weekend of July 13 instead of the weekend of September 8.**

**By: J. Banner, Second: J. Princing**

**Discussion: None**

**Unanimous vote in favor, motion passes**

J. Princing was able to reach Nick Seraphinoff (Wayfarer class liason to TBYC) and confirm that this date is acceptable.

#### OLD BUSINESS

Postpone transient dockage discussion to April

D. Zobel – Will schedule Charter internet to be here on Friday, April 20 during docks in for installation and activation of internet hardware. D. Zobel is looking at some investment in additional hardware (\$200 – 300) to project the Wi-Fi better out at the docks.

D. Zobel - Point of sale system.

Still looking at options and have seen a couple of demos. Donna has found an IT guy in Saginaw that she works with that says he can help find and set up our system.

Our needs are relatively small, we don't need an elaborate system that connects to the internet. Requirement for simple upload to our QuickBooks.

It's possible we could consider purchasing some used equipment.

Further evaluation of what the members want is needed. The POS system probably won't provide individual chits to send in the billing.

Goal is to have it up and running by opening night. Maybe in parallel with the hand-written chits for a while.

Long term vision discussion-

D. Larue presented house capital and expense worksheet. Working on this at the request of N. Princing. Please get Dave any information about timing or costs of past equipment investments.

Our existing assets are past depreciation.

This gives us a good look at spending that is coming up before it is needed.

Do we need a clubhouse fund, similar to the harbor renewal fund?

Keeps track of two things – maintenance cost and schedule, replacement cost and schedule.

We should designate a space in the file cabinet for maintenance information.

When we catalog the dock assets, each dock should have its own line item and depreciation schedule.

The list is a great start, a work in progress. Deliverable should be a binder with maintenance information for all of the major equipment.

**Motion to adjourn the meeting**

**By: D. Zobel    Seconded: D. Larue**

**Unanimous vote in favor, motion passed**

Meeting adjourned at 12:22pm

Recorded by Secretary Jennifer Prancing

**February Financials** - Please note:

*Balance Sheet:*

- Harbor Fund CDs matured and transferred to HRF Checking (\$116,427.64).

*Income Statement:*

- \$67.75 rebate on credit card fees from our Merchant Services provider.

**February Disbursement Schedule Review** – See attached.

**Membership Dues: As of March 12, 2018:**

- 128 members renewed: 54 Full, 74 Social ; 4 honorary members
- 4 Dropped
- 39 members still unpaid – See attached list. Several of the members on the list have indicated they will renew their membership but are deciding whether to change from Social to Full, or Full to Social.

**Dockage**

- 32 boats paid/deposit
- 6 boats – still awaiting response

**Harbor Fund Renewal Program Update**

- CDs transferred to HRF checking
- Harbor fund refunds were mailed March 12, 2018.
- Boating receipts in February: \$38,655

**Old Business:**

**Charter Internet** – Installation scheduled for **Friday, April 13, between 1:00-2:00pm**. Need to arrange for someone to be at the club to let the technician in. If this is not possible, we can reschedule for the following weekend. Work Order: 618042

**POS System** – still looking at options for the POS system. Suggest we look at a very basic system instead of investing in a full-service POS system. I have been through two demonstrations (Clover and Lingus) and the functionality is beyond what we would ever use. Since transactions are on account, we do not need many of the features of the tradename POS systems.

**Tawas Bay Yacht Club**  
**Balance Sheet**  
**As of February 28, 2018**

	<b>Feb 28, 18</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>Common Checking</b>	
General Fund	28,229.80
Initiation Fee Fund	25,425.81
Regatta Fund	11,812.79
Playground Fund	7,964.16
<b>Total Common Checking</b>	73,418.56
<b>Harbor Renewal Fund</b>	
HRF Checking	177,867.43
HRF Money Market	18,601.04
<b>Total Harbor Renewal Fund</b>	196,468.47
<b>Other Savings</b>	
Initiation Fee Money Market	11,806.60
<b>Total Other Savings</b>	11,806.60
<b>Total Checking/Savings</b>	281,693.63
<b>Accounts Receivable</b>	
Accounts Receivable	20,680.89
<b>Total Accounts Receivable</b>	20,680.89
<b>Other Current Assets</b>	
Inventory	7,489.50
<b>Total Other Current Assets</b>	7,489.50
<b>Total Current Assets</b>	309,864.02
<b>Fixed Assets</b>	
Harbor Improvements	233,603.98
Land	100,000.00
Building & Equipment	119,218.35
<b>Total Fixed Assets</b>	452,822.33
<b>Other Assets</b>	
Harbor Renewal Deposits	14,000.00
<b>Total Other Assets</b>	14,000.00
<b>TOTAL ASSETS</b>	<b>776,686.35</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Sales Tax Payable	0.93
<b>Total Other Current Liabilities</b>	0.93
<b>Total Current Liabilities</b>	0.93
<b>Long Term Liabilities</b>	
Members Non-Int Note Payable	101,507.57
<b>Total Long Term Liabilities</b>	101,507.57
<b>Total Liabilities</b>	101,508.50
<b>Equity</b>	
Fund Balance	609,635.47
Net Income	65,542.38
<b>Total Equity</b>	675,177.85
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>776,686.35</b>

**Tawas Bay Yacht Club  
Income Statement  
February 2018**

	<u>Feb 18</u>	<u>Nov '17 - Feb 18</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Membership Fees</b>		
Dues/Full Member	0.00	18,900.00
Dues/ Social Member	0.00	12,875.00
Initiation Fees	0.00	800.00
<b>Total Membership Fees</b>	<u>0.00</u>	<u>32,575.00</u>
<b>Boating Related Income</b>		
Dockage Seasonal	0.00	48,790.00
Dockage Utility	0.00	1,900.00
6% Dock Discount	(414.90)	(1,877.15)
Winter Maintenance & Utilities	0.00	600.00
Harbor Expense	0.00	(2,200.00)
<b>Total Boating Related Income</b>	<u>(414.90)</u>	<u>48,122.85</u>
<b>Merchandise</b>		
Merchandise Sales	0.00	15.57
Merchandise Cost of Goods	0.00	(462.00)
<b>Total Merchandise</b>	<u>0.00</u>	<u>(447.00)</u>
<b>Restaurant</b>		
Food Service	0.00	412.04
Food Cost of Goods	0.00	(272.16)
<b>Total Restaurant</b>	<u>0.00</u>	<u>139.88</u>
<b>Bar</b>		
Bar Sales	0.00	177.00
Bar Wages	0.00	(136.00)
Bar Payroll Taxes	0.00	(18.95)
<b>Total Bar</b>	<u>0.00</u>	<u>22.05</u>
<b>Total Income</b>	<u>(414.90)</u>	<u>80,411.75</u>
<b>Gross Profit</b>	(414.90)	80,411.75
<b>Expense</b>		
Accounting	0.00	708.50
Advertising and Promotion	0.00	40.00
Bottomlands Lease	0.00	5,741.00
Credit Card Fees	(67.25)	(5.48)
Dock Expenses	0.00	850.00
Dues and Subscriptions	0.00	790.00
Grounds Maintenance	0.00	350.00
Insurance	1,463.00	1,463.00
Taxes - Property	2,352.86	2,352.86
Miscellaneous	0.00	210.00
Opt Regatta Expense	0.00	121.56
Telephone	69.23	276.74
Utilities - Cable TV/Internet	94.43	283.29
Utilities - Electric	0.00	661.04
Utilities - Gas	280.62	589.80
Utilities - Waste Disposal	33.00	357.00
Utilities - Water	130.86	275.76
<b>Total Expense</b>	<u>4,356.95</u>	<u>15,065.47</u>
<b>Net Ordinary Income</b>	(4,771.85)	65,346.28
<b>Other Income/Expense</b>		
<b>Other Income</b>		
Dividend Income	56.98	108.93
Interest Income	21.06	79.70
Other Income	0.00	7.47
<b>Total Other Income</b>	<u>78.04</u>	<u>196.10</u>
<b>Net Other Income</b>	<u>78.04</u>	<u>196.10</u>
<b>Net Income</b>	<u>(4,693.81)</u>	<u>66,542.38</u>

**Tawas Bay Yacht Club**  
**Income Statement Budget vs. Actual - Jan 2018**  
**November 2017 through February 2018**

	<u>Nov '17 - Feb 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Membership Fees</b>			
Dues/Full Member	18,900.00	19,500.00	(600.00)
Dues/Social Member	12,875.00	11,500.00	1,375.00
Initiation Fee	800.00	3,200.00	(2,400.00)
Minimum House Fee	0.00	2,500.00	(2,500.00)
Work Detail	0.00	2,000.00	(2,000.00)
<b>Total Membership Fees</b>	<u>32,575.00</u>	<u>38,700.00</u>	<u>(6,125.00)</u>
<b>Boating Related Income</b>			
Dookage Seasonal	49,799.00	40,000.00	9,799.00
Dookage Utility	1,900.00	2,000.00	(100.00)
5% Dook Discount	(1,977.15)		
Dry Sail	0.00	4,000.00	(4,000.00)
Winter Maintenance & Utilities	600.00	850.00	(250.00)
Harbor Expense	(2,200.00)	(4,800.00)	2,600.00
<b>Total Boating Related Income</b>	<u>48,121.85</u>	<u>42,050.00</u>	<u>6,071.85</u>
<b>Merchandise</b>			
Merchandise Sales	15.57	5,400.00	(5,384.43)
Merchandise Cost of Goods	(462.60)	(4,800.00)	4,337.40
<b>Total Merchandise</b>	<u>(447.03)</u>	<u>600.00</u>	<u>(1,047.03)</u>
<b>Racing</b>			
Racing Income	0.00	1,800.00	(1,800.00)
Racing Expense	0.00	(1,200.00)	1,200.00
<b>Total Racing</b>	<u>0.00</u>	<u>600.00</u>	<u>(600.00)</u>
<b>Restaurant</b>			
Food Service	412.04	1,250.00	(837.96)
Food Cost of Goods	(272.16)		
<b>Total Restaurant</b>	<u>139.88</u>	<u>1,250.00</u>	<u>(1,110.12)</u>
<b>Bar</b>			
Bar Sales	177.00	1,250.00	(1,073.00)
Bar Wages	(136.00)		
Bar Payroll Taxes	(18.95)		
<b>Total Bar</b>	<u>22.05</u>	<u>1,250.00</u>	<u>(1,227.95)</u>
<b>Total Income</b>	<u>80,411.75</u>	<u>84,450.00</u>	<u>(4,038.25)</u>
<b>Gross Profit</b>	<u>80,411.75</u>	<u>84,450.00</u>	<u>(4,038.25)</u>
<b>Expense</b>			
Accounting	708.50	3,000.00	(2,291.50)
Advertising and Promotion	40.00	500.00	(460.00)
Bottomlands Lease	5,741.00	7,550.00	(1,809.00)
Building Cleaning	0.00	3,750.00	(3,750.00)
Building Repair & Maintenance	0.00	4,050.00	(4,050.00)
Credit Card Fees	(5.48)	150.00	(155.48)
Dook Expenses	850.00	3,700.00	(2,850.00)
Dues and Subscriptions	790.00	900.00	(110.00)
Entertainment	0.00	2,200.00	(2,200.00)
Grounds Maintenance	350.00	4,000.00	(3,650.00)
House Supplies	0.00	750.00	(750.00)
Insurance	1,463.00	10,000.00	(8,537.00)
Kids Program	0.00	500.00	(500.00)
Kitchen & Bar Equipment	0.00	300.00	(300.00)
Taxes - Property	2,352.86	11,500.00	(9,147.14)
Miscellaneous	210.00	0.00	210.00
Office Expenses	0.00	1,800.00	(1,800.00)
Opti Regatta Expense	121.96	0.00	121.96
Postage	0.00	500.00	(500.00)
Secretary Expense	0.00	1,000.00	(1,000.00)
Treasurer Expense	0.00	500.00	(500.00)
Telephone	276.74	840.00	(563.26)

**Tawas Bay Yacht Club**  
**Income Statement Budget vs. Actual - Jan 2018**  
**November 2017 through February 2018**

	<u>Nov '17 - Feb 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Utilities - Cable TV/Internet	283.29	1,660.00	(1,376.71)
Utilities - Electric	661.04	3,850.00	(3,188.96)
Utilities - Gas	589.80	1,800.00	(1,210.20)
Utilities - Waste Disposal	357.00	950.00	(593.00)
Utilities - Water	275.76	1,300.00	(1,024.24)
Spec. Proj-PO3 System	0.00	4,000.00	(4,000.00)
Spec. Proj-Dumpster, Mast Rack	0.00	2,000.00	(2,000.00)
<b>Total Expense</b>	<u>15,065.47</u>	<u>73,050.00</u>	<u>(57,984.53)</u>
<b>Net Ordinary Income</b>	65,346.28	11,400.00	53,946.28
<b>Other Income/Expense</b>			
Other Income			
Dividend Income	108.93	150.00	(41.07)
Interest Income	79.70	150.00	(70.30)
Other Income	7.47	0.00	7.47
<b>Total Other Income</b>	<u>195.10</u>	<u>300.00</u>	<u>(103.90)</u>
Other Expense			
Harbor Renewal Fund Trans Out	0.00	11,700.00	(11,700.00)
<b>Total Other Expense</b>	<u>0.00</u>	<u>11,700.00</u>	<u>(11,700.00)</u>
<b>Net Other Income</b>	<u>195.10</u>	<u>(11,400.00)</u>	<u>11,596.10</u>
<b>Net Income</b>	<u><b>65,542.38</b></u>	<u><b>0.00</b></u>	<u><b>65,542.38</b></u>

## TBYC March Board Meeting - V C Report

Work Day is scheduled for Saturday April 21st, 9 a.m. - noon, with a potluck to follow. I will have a check list for assignments, have workers check in and out. Need to know any jobs that need special care.

Rec'd the liquor/Beer/Wine inventory. I will access it and make a plan for ordering and starting a continuous inventory for the coming season. I will accommodate special orders, but also I will clean out slow movers.

Dave LaRue is working on the House Capital Expense review as presented by Rich Main last month. He will be getting information together for completion. He needs information on dates and prices of furniture in dining room/bar/quiet room. Also dinner ware

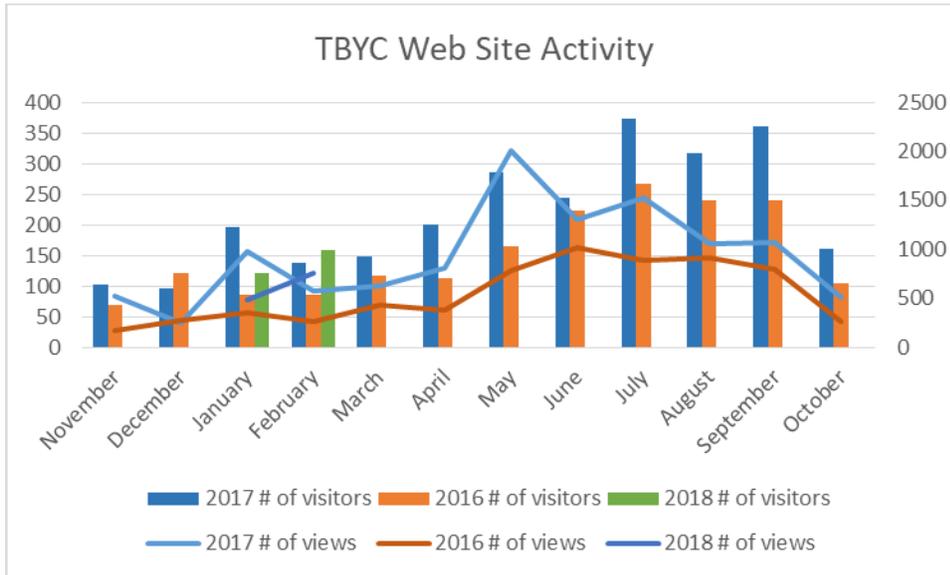
I am working with the Chamber of Commerce for the Business after Hours event. Looking at the date of Thursday, June 21st, 5 - 7:30 pm.

Need a theme for Commodore's Ball.

Locks on office and kitchen have been changed. All Board Members will get code to office. Please be respectful of these codes and not give out to other members or family members.

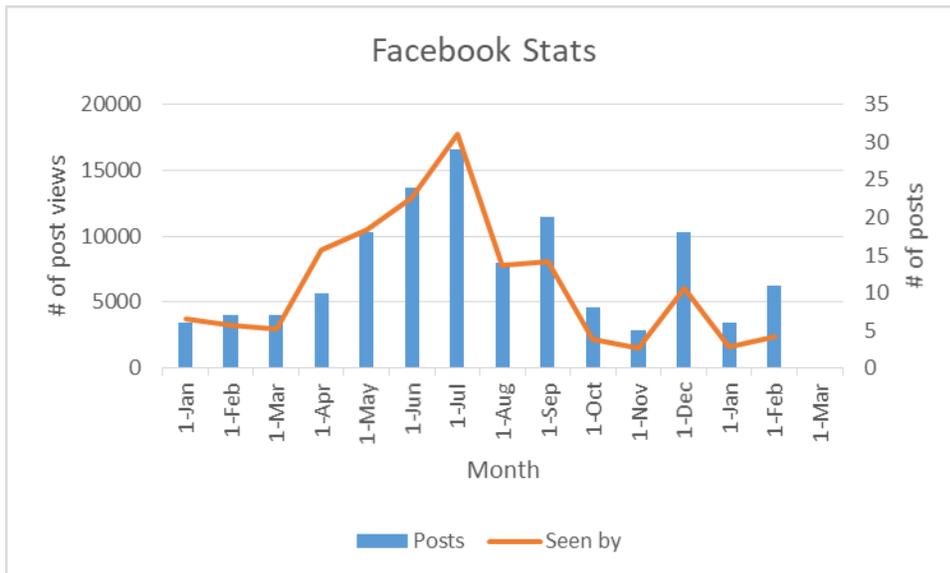
Jennifer Princing

Web statistics



Will change the web site members' only section password before next BREEZE.

Facebook Statistics



Membership cards send to full list of current members.

Discussion: Process for members confirmed by the Board to no longer be in good standing.

-remove them from distribution list for BREEZE

-request key cards from full members

Need Commodore's Ball theme

Will be starting directory. Deadline for list of slip assignments – April 1 to give time to draft directory and get to printer before spring membership meeting. Cristi – get me a picture for the cover?

Coming events cards



**Christopher D. Princing** <chris@awardandsports.com>

Mar 15 ☆



to me, Donna, Thomas, jolgaard, Cristi, Richard, paul.nice, Dave, Nancy, mjscott50, Matt, Matt, sfactor43, atkus, Robert ▾

Dear TBYC Board, I am asking for clarification of the January minutes. In the minutes in regard to "combining regatta funds into a single account" this is recorded:  
R. Thwing – what is that money for? D. Zobel - seed money for future regattas, otherwise to use at Board's discretion.

I believe this to be a false statement. That money was set aside for seed money and for the promotion of future events, the promotion of racing at TBYC and kids sailing. It was purposely separated by line item so that the board could NOT use it at their discretion.

Please correct this at the March meeting, on record. We do not need the current board or any future board buying anymore furniture or utilizing this money for new egg poachers in the kitchen.

Respectfully yours,

*Christopher D. Princing*

+++++

Racing update for March 17, 2018 board meeting.

From Frank Fitus:

We are getting closer to heading back to Michigan in the next 6 weeks.... As far as an update for 2018 racing season. Officer Warner from the DRN contacted me the other day and said our permit was on his desk. He saw no problem with moving it along for final signature and though I would see the approved permit within the next couple of weeks.

US Coast Guard - Home Land Security office asked me to resubmit using there form they sent. Looks like their website has outdated forms posted on it. There is no worry about timing on this permit because they never give us one....lol.... I fill out their request for permit and then they send me a letter by mail stating we do not need one. I will talk direct with them in the next week. Once Tracy has reviewed our 2018 schedule she will call me and say our letter is in the mail.

I'm also talking with Caseville regarding 2018 Slammer Cup, no news really to report. I will be talking with Joe Parker, he has asked if we would like a sponsor for Slammer Cup through Chris. At this point, I will be understanding what Joe is offering and then come to the board with details.... stay tuned

Frank & Lee