



APPROVED BY BOARD OF DIRECTORS NOV. 3, 2018

Tawas Bay Yacht Club Board Minutes – October 13, 2018

Attending – Jennifer Princing, Nancy Princing, Rich Main, Jane Olgaard, Donna Stork, Mike Scott, Dave LaRue

Excused - Jon Banner, Paul Nice, Cristi Gettel, Rob Thwing

1:10 called to order by Vice Commodore Nancy Princing

Reading of the minutes of the September 8, 2018 Board Meeting Minutes by Secretary Jennifer Princing

**Motion: Accept the September 8, 2018 Board Meeting minutes as corrected.**

**By: D. Larue, second D. Zobel**

**All in favor, motion passes.**

Commodore's Report - none

New member application – Cliff and Kimberly Owens application for social membership. Signed by Mark LaFore and Rich Main. From the condo marina. Recommendation to make his membership effective for next year. JLP to call him and say that we will invoice him in November for next year.

**Motion: Accept membership application for social membership effective now. Will bill in November.**

**By: M. Scott, Second J. Olgaard**

**All in favor, motion passes.**

Treasurer's Report – D. Zobel

See attached.

House minimum has been billed.

Work projects will be billed in October after Docks out.

Year to date \$21,000 positive to budget. Recommendation for how to distribute that amount. D. Zobel will prepare a recommendation for the General Membership meeting to split it between the Harbor Renewal Fund and a proposed new House Fund.

Reviewed September disbursements.

Budget review. D. Zobel presented proposed budget.

Discussion about how often we need a band. Traditionally bands were contracted for Commodore's Ball, and have done for more events over the years. The bands are not very well attended. Will change the recommended budget to \$1500 to plan to cover a band for Commodore' Ball.

Harbor Renewal Fund Projects – this is where building the new docks comes in. D. Zobel needs some input to set this correctly.

D. Zobel has tracked significant savings by emailing statements (only eleven in the mail this past month).

Restaurant/Bar – actual this year is \$1532 loss. Budget to make \$2500 next year. Could be \$0 next year depending on how we set the kitchen up.

R. Main recommends allocating the full cost of the restaurant to include cleaning, insurance, utilities. Our current practice underestimates the cost of the restaurant.

Where does the house minimum income go? Currently goes to membership dues income. Could be applied to the restaurant to offset the restaurant losses.

Discussion of secretary/treasurer compensation. Recommendation that these be the same, and increase the treasurer to \$1000. Both of these are significant efforts.

Club phone. J. Prancing take it back from Donna, figure out how to transfer calls to a second board member's phone.

We are meeting the targets of the Harbor Renewal Fund plan. Everyone who was billed for boating income will get a statement for their contribution to the Harbor Renewal Fund.

D. Zobel will send the updated budget to the Board for review ahead of the November meetings.

Vice Commodore's Report – N. Prancing

Chili cook-off and auction today. Auction will be in two sections – silent and live.

Jasmine has washed all of the walls to remove mildew. Recommend keep fans running continuously.

Bonus for Heather? \$250 was her bonus last year. We should have a contract with the bartender that clarifies expectations.

Bonuses are difficult for the board without any criteria, would rather set a regular compensation that meets the employees expectations.

N. Prancing will have conversation with Heather about bonus this year.

Electrical questions raised last month have been investigated. Several outlets should be replaced. Mike Scott will follow up in the spring, including labelling the electrical box.

Rear Commodore's report.

See attached.

Expecting report next week from Floatation Dock Systems to confirm expected issues with the main docks.

Playground. Recommend that we present a recommendation to the membership and the November that the remaining money earmarked for the playground be moved back into the general fund.

Secretary's Report

Review of text from Neil Ericsson to Cristi Gettel about membership type suggestion.

What is the appropriate response from the Board right now? This Board doesn't have an action right now.

Preparation for November General Membership meeting:

New business agenda items: revision to dockage and drysail fee to eliminate the planned 3% annual increases. Create house renewal fund for the purpose of funding planned improvements. Propose move remaining playground monies into general fund.

Meeting starting time 5:00.

Need menu for the meeting.

OLD BUSINESS

Coast Guard Lease Renewal – J. Princing

Will have presentation at high level on the board meeting. Needs to be submitted ASAP.

Long term vision discussion – All

Progress on accounting changes are in good shape. Coast Guard submission is key item right now. Getting better understanding of valuation of our assets is getting information in place that we need.

Nominating Committee Report – M. Smith

Commodore – N. Princing

Vice – Jane

Rear – JB

Treasurer Donna Zobel.

Secretary – Jennifer

Rob, Paul, Mike Scott (2 more years), Dave, Mark Fore, Bob Bullard

Need to identify candidates for Treasurer to shadow/help for next year.

Nancy had meeting with potential food service provider Mark Jankowski for next year. Considering providing dinner for the General Membership meeting.

Motion to adjourn

By: R. Main, second D. LaRue

All in favor, approved

Adjourned at 3:00

Recorded by Secretary Jennifer Prancing

Treasurer's Report – October 13, 2018

**September Financials** - Please note:

***Balance Sheet:***

- Fixed Assets – Harbor Improvements- working with Dave Larue and Jon Banner to finalize valuation and depreciation schedule for harbor. Adjustment will be made at end of the year to reflect closer true value of harbor.

***Income Statement:***

- House minimum billed at end of September: \$2,020
- Work Detail will be billed in October after Docks Out
- Still waiting on invoice for ice purchases from Arctic Glacier
- Net Income for September 2018: (\$13,000); Year to date: \$21,000

***Income Statement Actual v Budget:***

- Total Income: Over budget by \$1,500
- Total Expenses: Under budget by \$15,700.
- Dividend income from Deutsche Funds is over budget due to strong market.

**September Disbursement Schedule Review** - see attached. Total of \$23,000 in disbursements.

**September Billing** – Statements were emailed/mailed October 10.

**Harbor Fund Renewal Status**

As of September 30, 2018:

- \$222,514.92 Contributions
- \$175,105.72 Expenditure
- \$ 47,409.20 Balance

**Other Updates:**

- Filed Annual Tax Return for fiscal year ending October 30, 2017. Copies available upon request.
- Submitted paperwork for Directors Insurance

**Tawas Bay Yacht Club**  
**Check Listing by Bank Account**  
**September 2018**

Type	Date	Num	Name	Memo	Split	Amount
<b>Operations Checking</b>						
<b>General Fund</b>						
Check	9/1/2018	10369	Baldwin Township Property Tax -00	Par 031-035-200-011-00 2018 Summer Tax Bill	Taxes - Property	-8,730.48
Check	9/1/2018	10370	Baldwin Township Property Tax -30	Parcel 033-450-000-023-30 2018 Summer Tax Bill	Taxes - Property	-75.33
Check	9/2/2018	090818-EFT	Spectrum Charter	8245 12 804 0007319	Utilities - Cable TV/Internet	-117.81
Check	9/4/2018	100249	Livvy Fish Company	8-24-2018 4# whitefish	Restaurant Cost of Goods	-30.53
Check	9/4/2018	100251	Craig Dill	TBYC - Reimburse for flowers, potting soil	Grounds Maintenance	-66.54
Check	9/4/2018	090418-EFT	Sysco	750816	Restaurant Cost of Goods	-595.07
Check	9/5/2018	090518-EFT	Griffin Beverage Company	Invoice 567349	Bar Cost of Goods	-92.20
Check	9/6/2018	100253	Donna Zobel	Website annual domain name renewal	Office Expenses	-44.40
Check	9/6/2018	090618-EFT	POS system - Ascendum Capital	POS system - Ascendum Capital	Spec. Proj-POS System	-155.73
General Journal	9/7/2018	18-09-07 PR	Katejryn Coyne	Payroll 9/7/2018 - Check 10974	Restaurant Wages	-74.76
General Journal	9/7/2018	18-09-07 PR	Austin Lind	Payroll 9/7/2018 - Check 10975	Restaurant Wages	-43.18
General Journal	9/7/2018	18-09-07 PR	Sydney Vanmeter	Payroll 9/7/2018 - Check 10976	Restaurant Wages	-46.69
General Journal	9/7/2018	18-09-07 PR		Payroll 9/7/2018 - Direct Deposit	Restaurant Wages	-565.72
General Journal	9/7/2018	18-09-07 PR		Payroll 9/7/2018 - Employee Taxes	Restaurant Wages	-131.43
General Journal	9/7/2018	18-09-07 PR		Payroll 9/7/2018 - Employer Taxes	Restaurant Wages	-117.54
General Journal	9/7/2018	18-09-07 PR		Transfer overnight dockage to harbor renewal account	HRF Checking	-50.00
Check	9/7/2018	100254	Prinzing, Kurt - V	Rug for kids room	Kids Program	-137.79
Check	9/7/2018	100255	Tawas Hardware	413 Casters, material to repair chair dolly	Building Repair & Maintenance	-53.83
Check	9/9/2018	1011	Marc Bennett	Wayfarer awards	Racing Expense	-89.00
Check	9/10/2018	091018-EFT	Sysco	750816	Restaurant Cost of Goods	-623.26
General Journal	9/12/2018	09-12-18		August Payroll Processing Fee	Payroll Processing Fee	-61.99
Check	9/13/2018	100258	Free's Market	Invoices 16843, -44, -45, -46, -47, -48	Restaurant Cost of Goods	-116.62
Check	9/13/2018	100259	Livvy Fish Company	TBYC 9-7-2018; Whitefish, Salmon	Restaurant Cost of Goods	-64.96
Check	9/13/2018	100256	Livvy Fish Company	8-31-2018 Whitefish	Restaurant Cost of Goods	-27.56
Check	9/14/2018	100235	Jasmin Hayes	Club cleaning	Building Cleaning	-277.78
General Journal	9/14/2018	18-09-14 PR	Katejryn Coyne	Payroll 9/14/2018 - Check 10977	Restaurant Wages	-169.19
General Journal	9/14/2018	18-09-14 PR	Austin Lind	Payroll 9/14/2018 - Check 10978	Restaurant Wages	-84.43
General Journal	9/14/2018	18-09-14 PR		Payroll 9/14/2018 - Direct Deposit	Restaurant Wages	-851.61
General Journal	9/14/2018	18-09-14 PR		Payroll 9/14/2018 - Employee Taxes	Restaurant Wages	-221.62
General Journal	9/14/2018	18-09-14 PR		Payroll 9/14/2018 - Employer Taxes	Restaurant Wages	-180.98
Check	9/15/2018	100238	The Cincinnati Insurance Company	Inv 10277 - TBYC 2018 membership dues	Dues and Subscriptions	-100.00
Check	9/18/2018	100261	Lori Fitting - V	Acc: 1000432304 - Commercial Policy 0489808 Quarterly Payment	Insurance	-1,463.00
Check	9/18/2018	100262	Sunrise Disposal	Corn bread, steak seasoning, supplies	-SPLIT-	-76.49
Check	9/18/2018	091818-EFT	Sysco	C100667	Utilities - Waste Disposal	-181.00
Check	9/18/2018	100263	Jennifer Prinzing	Secretary Compensation	Restaurant Cost of Goods	-501.64
Check	9/18/2018	100264	Donna Zobel	Treasurer Compensation	Secretary Expense	-1,000.00
Check	9/18/2018	100265	Cristi Gettel	\$166.09 House; \$190.69 Food	Treasurer Expense	-500.00
Check	9/18/2018	100266	Cristi Gettel	Food \$28.96 , House \$12.38	-SPLIT-	-356.78
Check	9/19/2018	091918-EFT	State of Michigan Liquor Sales		-SPLIT-	-41.34
General Journal	9/20/2018	09-20-18		Transfer S. Alexander Reactivation fee to Initiation Fee Fund	Bar Cost of Goods	-239.04
Check	9/21/2018	100260	Thompson Linen Service	70973-00000 Invoice 62212789-00, 62219167-00, 62234161-00	Initiation Fee Fund	-200.00
General Journal	9/21/2018	09-21-18 PR		Payroll 9/21/2018 - Direct Deposit	Restaurant Supplies/Linens	-369.74
General Journal	9/21/2018	09-21-18 PR		Payroll 9/21/2018 - Employee Taxes	Bar Wages	-195.89
General Journal	9/21/2018	09-21-18 PR		Payroll 9/21/2018 - Employer Taxes	Bar Wages	-45.83
Check	9/24/2018	092418-EFT	Sysco	750816	Bar Wages	-32.98
Check	9/25/2018	100257	Baldwin Township Water	COA1-000570-0000-02 Sewer 111.86; Water 106.35	Restaurant Cost of Goods	-400.42
Check	9/26/2018	180926-EFT	DTE Energy	910021468913	Utilities - Water	-218.21
Check	9/26/2018	092618-EFT	AT&T Mobility	287276774413	Utilities - Gas	-76.74
Check	9/26/2018	100267	Jasmin Hayes	Extra Cleaning - September 20	Telephone	-70.44
Check	9/27/2018	100252	Award & Sports	Invoice 18899 - Frank Flus	Building Cleaning	-138.89
Check	9/28/2018	100268	Averill Accounting	Invoice 11089; 2016-2017 Tax Return	Racing Expense	-595.66
Check	9/28/2018	100269	Nancy Prinzing	Bar, Kitchen, Coffee, Cleaning Products, Commodore Ball receipts	Accounting	-597.00
Check	9/28/2018	092818-EFT1	Consumers Energy	North Wall Electric	-SPLIT-	-800.62
Check	9/28/2018	092818-EFT2	Consumers Energy	Club House Electric	Utilities - Electric	-87.89
Check	9/28/2018	092818-EFT3	Consumers Energy	South Wall Electric	Utilities - Electric	-353.80
General Journal	9/30/2018	09-30-18-1		September Credit Card Fees	Utilities - Electric	-120.91
					Credit Card Fees	-19.16
<b>Total General Fund</b>						<b>-22671.49</b>
<b>Regatta Fund</b>						
<b>J22 2018 Regatta</b>						
Check	9/4/2018	100250	Fleet 44	J22 regatta registration proceeds for fleet boat	J22 Regatta Expense	-330.00
<b>Total J22 2018 Regatta</b>						<b>-330.00</b>
<b>Total Regatta Fund</b>						<b>-330.00</b>
<b>Total Operations Checking</b>						<b>-23001.49</b>
<b>TOTAL</b>						<b>-23001.49</b>

Rear Commodore's Report 10/10/2018

**Docks update:**

Our TBYC dock building crew (Mike Smith, Bill Coberly, Mark Yahn, Matt Haglund) have finished yet another dock this year. This leaves only two docks left to be replaced on the south wall.

I meet with Cody from Floatation Dock Systems (FDS) today. Tony Kus accompanied me today for this meeting. Cody took some additional under water footage (will compare to Mark Olgaard's footage) from pulled dock boards and completed a thorough inspection of our main dock. I have been promised the report by next week. This will be in time to compile a suggested plan of action to present at the November general membership meeting. I will present this to the board as soon as possible for the board to review prior to our November board meeting and the general membership meeting.

Without a formal report, I can confidently state that we have issues. The main dock has surpassed the 25-year lifespan, as we are going on 31 years. There are some sections that are in immediate need of replacement. The remaining will need to be replaced within the next 3 years.

In our discussions today, it became obvious that our options are better than originally thought. FDS has no issue with TBCY building the finger docks that are off the main dock. They are even willing to supply us with the parts needed to complete the projects. They will not supply us with a "dock kit". Since we have already resourced the materials needed to build docks, this will not be an issue. FDS has advised us that we will need to resource our own electrician for the main dock replacement (whole or sections). In discussion with members, Action Electric and Alda Electric will be contacted. The possibility exists to reuse our current electric without upgrading. This will be up to the electrician of choice.

**North wall landscaping:**

Ann Prancing has been working to better this area since last year. Two complaints came to me this year regarding this project. These concerns were acknowledged by me and Ann. Roche Blanchard provided me with a quote and a design to resolve this. Ann has been working to resolve this issue into her plan. I would like to see how her perennial garden and bushes work out prior to TBYC's expenditure of additional money. I would like to revisit this issue at the end of 2019 and only after the main dock and finger plan is in place.

**Playground:**

The swing set has been installed and is awesome! I would like to request the any further playground expansion plans be stopped. My request is that the money allotted be put back into club maintenance. This would include current needs of the house and docks. It is always tempting to focus on the new shiny object but without the house and the docks in order nothing else matters.

**Roof update:**

Rain has not been our friend. I will continue to work within my schedule to repair the chimney and clean and condition the rubber roof.

**Ladders:**

All existing ladders have been removed from the main dock. The plan is to rebuild the 6 ladders that were able to be recovered. This, with the 4 that have already been rebuilt, will be installed in the spring.

**Exterior shower doors:**

Bob Bullard completed the second coat of paint on the shower doors. To minimize wear, the signage will be installed in the spring.

**Docks out:**

This project is set for October 19<sup>th</sup> at 2:30pm.

