



APPROVED BY BOARD OF DIRECTORS OCT. 13, 2018

## Tawas Bay Yacht Club Board Minutes – September 8, 2018

The meeting of the Board of Directors of Tawas Bay Yacht Club was called to order at 8:07 A.M. by Commodore Cristi Gettel.

Present: C. Gettel, D. Zobel, R. Main, R. Thwing, M. Smith, J. Banner, D. LaR, N. Princing,

Excused: J. Princing, P. Nice, J. Olgaard

Guests: A. Princing

Presentation of the minutes of August 11, 2018 was made by Vice Commodore N. Princing.

**Motion: Accept the minutes of the 8-11-18 minutes as corrected by D. LaRue, seconded by R. Thwing.**  
Motion passed.

**Commodore's Report:** The last weekend of food service will be September 7 & 8, '18. The following Friday will be a cookout using food from cooler and freezer at \$15/person. On Saturday a pizza party will be held with pizzas from Jack'ss Restaurant with reservations only.

Debby Waugh, Iosco Health Department, will be in to inspect the kitchen and facility on 9-10-18.

It has been a good year. Next year will be different. Steve Ennis is willing to take on the food service.

**Treasurer's report:** See attached report.

Treasurer D. Zobel would like to recommend to the general membership to retire the Playground fund and move remaining monies to the General Fund. Recommends the creation of a House Renewal Fund.

Donna has not received an invoice all season for ice from Arctic Glacier Ice. She would like to see a change in ice companies for next year. Checking to see what firms might be available.

We are showing good figures at this time of the year.

**Vice-Commodore's Report:** See attached report.

In reference to the Mildew situation inside of the Club House it was recommended to run the fans on a continuous basis until the weather breaks. Also Nancy will ask Jasmine, housekeeper, to give her a price to wash the walls throughout the Club House and any other spots of visual Mildew.

There are still a few house projects that need completion. A few painting jobs, plus the replacing of the exhaust fans in the restrooms. Fans are very loud, very old and probably not real efficient. Nancy will look into the price of replacement but will need someone with electrical expertise to do the job.

Heather, the bartender, is quite upset with the mess she encounters on Friday when she comes to open the bar. Seems there are lots of coffee cups waiting to be washed. The Board decided to get rid of all coffee cups provided for the coffee drinkers. Nancy will do. The board discussed a bonus for the bartender. Bonus should be based on performance and bar profitability among other things.

**Rear Commodore's Report:** Jon Banner, R.C. reported some 'Whalers' need replacing. He is waiting for a quote from Jim Rudell. Jim did mention he will not work 'under' water. Water levels are very high at this time. It might have to wait until levels go down.

Cody, from Floation Dock Systems, said main dock is in dire need of repair. Jim Rudell made mention of the situation 10 years ago. Mark Olgaard will video and give results to Jon. Comment - There is no foam or steel in the far end of the main dock. Good news – The docks can be built in sections and can be done one at a time.

The roof will be repaired when boats are removed for the season. The job will create a lot of dust that boat owners would not like.

**Secretary's Report:** See attached report.

It was noted the need of a special board meeting to address membership types. Most members not available on stated September dates. Felt it needs more time to discuss, not a hurry-up meeting.

**Race Report:** Dave LaRue reported race marks, new lines, anchors etc. are lying in the garage out of the bag. He noted replacement costs are very expensive - around \$600.00 each. Mentioned we should take care of them.

**Unfinished Business:**

Coast Guard renewal. Need google earth to get us a picture of our property. We have a contact person, Michelle Miller Frieden, in Cleveland Ohio. Jennifer P. will work with her. Coast Guard is combining two licenses in one packet. We do not have to present to the General Membership meeting in November.

Long Term vision discussion is needed on how to allocate funds.

Nominating Committee reported: still looking for members to run for the board. Returning will be Paul Nice, Rob Thwing, Dave LaRue. Mike Scott will run for an additional term and Mark Fore will be running for a board position.

Electrical check-up –Nancy mentioned that some of our plugs are not working at all or are sparking when having something plugged into them. Mike Scott will do some checking on the current situation. Mike will re-label the electrical panel in the front closet. He will advise if he feels we have member personnel capable to remedy the current situation.

It was mentioned it might be good to have committees within the Board. They could work outside of Board meeting times to accomplish projects that take so much time at board meeting.

There being no further business a motion to adjourn was made by J. Bannor, seconded by D. LaRue and M. Scott at 10:14 A.M.

Submitted by Nancy Pringing, Vice Commodore in the absence of Jennifer Pringing, Secretary.

09/06/18  
Accrual Basis

**Tawas Bay Yacht Club**  
**Balance Sheet**  
As of August 31, 2018

	<u>Aug 31, 18</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Operations Checking	
General Fund	27,973.21
Initiation Fee Fund	20,402.81
Regatta Fund	
J22 2018 Regatta	886.39
Regatta Fund - Other	11,812.79
Total Regatta Fund	<u>12,699.18</u>
Playground Fund	<u>7,341.54</u>
Total Operations Checking	68,416.74
Harbor Renewal Fund	
HRF Checking	28,464.71
HRF Money Market	18,853.38
Total Harbor Renewal Fund	<u>47,318.09</u>
Other Savings	
Initiation Fee Money Market	11,806.60
Total Other Savings	<u>11,806.60</u>
Total Checking/Savings	127,541.43
Accounts Receivable	
Accounts Receivable	<u>21,945.38</u>
Total Accounts Receivable	21,945.38
Other Current Assets	
Inventory	<u>7,489.50</u>
Total Other Current Assets	<u>7,489.50</u>
Total Current Assets	156,976.31
Fixed Assets	
Harbor Improvements	279,579.98
Land	100,000.00
Building & Equipment	<u>119,936.35</u>
Total Fixed Assets	<u>499,515.33</u>
<b>TOTAL ASSETS</b>	<b><u>656,491.64</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Sales Tax Payable	1,821.88
Total Other Current Liabilities	<u>1,821.88</u>
Total Current Liabilities	1,821.88
Long Term Liabilities	
Members Non-Int Note Payable	<u>10,924.24</u>
Total Long Term Liabilities	<u>10,924.24</u>
Total Liabilities	12,746.12
Equity	
Fund Balance	609,635.47
Net Income	<u>34,110.05</u>
Total Equity	<u>643,745.52</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>656,491.64</u></b>

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

	<u>Aug 18</u>	<u>Nov '17 - Aug 18</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Membership Fees</b>		
Dues/Full Member	0.00	18,650.00
Dues/Social Member	187.50	12,062.50
Initiation Fees	0.00	3,400.00
<b>Total Membership Fees</b>	<u>187.50</u>	<u>34,112.50</u>
<b>Boating Related Income</b>		
Dockage Seasonal	(96.00)	47,704.00
Dockage Utility	0.00	1,950.00
5% Dock Discount	0.00	(1,977.15)
Dry Sall	0.00	3,142.00
Overnight Dockage	925.00	1,990.00
Winter Maintenance & Utilities	0.00	600.00
Harbor Expense	(48.72)	(5,297.39)
<b>Total Boating Related Income</b>	<u>780.28</u>	<u>48,111.46</u>
<b>Merchandise</b>		
Merchandise Sales	650.19	4,210.48
Merchandise Cost of Goods	(1,588.66)	(3,927.06)
<b>Total Merchandise</b>	<u>(938.47)</u>	<u>283.42</u>
<b>Racing</b>		
J22 Regatta Expense	(595.70)	(595.70)
J22 Regatta Income	1,482.09	1,482.09
Slammer Cup Expense	(778.60)	(778.60)
Slammer Cup Income	922.81	922.81
Racing Income	0.00	125.00
<b>Total Racing</b>	<u>1,030.60</u>	<u>1,155.60</u>
<b>Restaurant</b>		
Restaurant Sales	10,278.89	30,566.61
Food Sold at Cost	125.50	454.50
Restaurant Cost of Goods	(5,663.25)	(16,480.86)
Restaurant Supplies/Linens	(500.89)	(1,773.55)
Food Service License	0.00	(390.00)
Restaurant Wages	(3,635.49)	(12,049.40)
Restaurant Payroll Taxes	(661.21)	(2,297.59)
<b>Total Restaurant</b>	<u>(56.65)</u>	<u>(1,970.29)</u>
<b>Bar</b>		
Bar Sales	4,908.92	16,258.91
Bar Cost of Goods	(1,487.51)	(8,715.60)
Bar Supplies	0.00	(105.62)
Bar License	0.00	(363.40)
Bar Wages	(1,637.95)	(4,735.89)
Bar Payroll Taxes	(223.42)	(670.67)
<b>Total Bar</b>	<u>1,560.04</u>	<u>1,667.73</u>
<b>Ice</b>		
Ice Sales	38.00	405.50
Ice Cost of Goods	0.00	(14.40)
<b>Total Ice</b>	<u>38.00</u>	<u>391.10</u>
<b>Total Income</b>	<u>2,601.30</u>	<u>83,751.52</u>
<b>Gross Profit</b>	2,601.30	83,751.52
<b>Expense</b>		
Accounting	0.00	1,511.50
Payroll Processing Fee	61.99	91.98
Payroll Expenses	25.00	80.00
Advertising and Promotion	500.00	672.61
Dues and Subscriptions	0.00	790.00
Entertainment	1,150.00	2,600.00
Bottomlands Lease	0.00	5,741.00
Building Cleaning	983.34	3,412.61
Building Repair & Maintenance	409.82	2,489.71
Grounds Maintenance	435.00	2,439.88
Dock Expenses	0.00	2,041.40
House Supplies	118.95	245.22

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

	<u>Aug 18</u>	<u>Nov '17 - Aug 18</u>
Kitchen & Bar Equipment	0.00	56.79
Insurance	1,441.00	6,317.00
Insurance - Workers Comp	0.00	660.00
Taxes - Property	0.00	2,437.43
Miscellaneous	40.00	250.00
Opti Regatta Expense	0.00	121.96
Credit Card Fees	31.60	43.75
Office Expenses	89.55	846.09
Postage	59.22	297.99
Telephone	70.44	695.77
Utilities - Cable TV/Internet	117.81	1,041.11
Utilities - Electric	503.03	2,816.01
Utilities - Gas	133.20	1,372.48
Utilities - Waste Disposal	121.00	877.00
Utilities - Water	253.59	1,004.31
Spec. Proj-POS System	155.73	1,102.58
<b>Total Expense</b>	<u>6,700.27</u>	<u>42,056.18</u>
<b>Net Ordinary Income</b>	(4,098.97)	41,695.34
<b>Other Income/Expense</b>		
<b>Other Income</b>		
Dividend Income	50.43	361.27
Interest Income	0.00	79.70
Other Income	0.00	14.16
<b>Total Other Income</b>	<u>50.43</u>	<u>455.13</u>
<b>Other Expense</b>		
Playground Project	0.00	617.42
Spec. Proj.-Roof Repairs	0.00	7,423.00
<b>Total Other Expense</b>	<u>0.00</u>	<u>8,040.42</u>
<b>Net Other Income</b>	50.43	(7,585.29)
<b>Net Income</b>	<u>(4,048.54)</u>	<u>34,110.05</u>

09/05/18  
Accrual Basis

**Tawas Bay Yacht Club**  
**Income Statement Budget vs. Actual**  
**November 2017 through August 2018**

	<u>Nov '17 - Aug 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Membership Fees</b>			
Dues/Full Member	18,650.00	19,500.00	(850.00)
Dues/Social Member	12,062.50	11,500.00	562.50
Initiation Fees	3,400.00	3,200.00	200.00
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>34,112.50</u>	<u>38,700.00</u>	<u>(4,587.50)</u>
<b>Boating Related Income</b>			
Dockage Seasonal	47,704.00	40,000.00	7,704.00
Dockage Utility	1,950.00	2,000.00	(50.00)
5% Dock Discount	(1,977.15)		
Dry Sail	3,142.00	4,000.00	(858.00)
Overnight Dockage	1,990.00	0.00	1,990.00
Winter Maintenance & Utilities	600.00	850.00	(250.00)
Harbor Expense	(5,297.39)	(4,800.00)	(497.39)
<b>Total Boating Related Income</b>	<u>48,111.46</u>	<u>42,050.00</u>	<u>6,061.46</u>
<b>Merchandise</b>			
Merchandise Sales	4,210.48	5,400.00	(1,189.52)
Merchandise Cost of Goods	(3,927.06)	(4,800.00)	872.94
<b>Total Merchandise</b>	<u>283.42</u>	<u>600.00</u>	<u>(316.58)</u>
<b>Racing</b>			
J22 Regatta Expense	(595.70)		
J22 Regatta Income	1,482.09		
Stammer Cup Expense	(778.60)		
Stammer Cup Income	922.81		
Racing Income	125.00	1,800.00	(1,675.00)
Racing Expense	0.00	(1,200.00)	1,200.00
<b>Total Racing</b>	<u>1,155.60</u>	<u>600.00</u>	<u>555.60</u>
<b>Restaurant</b>			
Restaurant Sales	30,566.81	1,250.00	29,316.81
Food Sold at Cost	454.50		
Restaurant Cost of Goods	(16,480.88)		
Restaurant Supplies/Linens	(1,773.55)		
Food Service License	(390.00)		
Restaurant Wages	(12,049.40)		
Restaurant Payroll Taxes	(2,297.59)		
<b>Total Restaurant</b>	<u>(1,970.29)</u>	<u>1,250.00</u>	<u>(3,220.29)</u>
<b>Bar</b>			
Bar Sales	16,258.91	1,250.00	15,008.91
Bar Cost of Goods	(8,715.80)		
Bar Supplies	(105.62)		
Bar License	(363.40)		
Bar Wages	(4,735.89)		
Bar Payroll Taxes	(670.67)		
<b>Total Bar</b>	<u>1,667.73</u>	<u>1,250.00</u>	<u>417.73</u>
<b>Ice</b>			
Ice Sales	405.50		
Ice Cost of Goods	(14.40)		
<b>Total Ice</b>	<u>391.10</u>		
<b>Total Income</b>	<u>83,751.52</u>	<u>84,450.00</u>	<u>(698.48)</u>
<b>Gross Profit</b>	<u>83,751.52</u>	<u>84,450.00</u>	<u>(698.48)</u>
<b>Expense</b>			
Accounting	1,511.50	3,000.00	(1,488.50)
Payroll Processing Fee	91.98	0.00	91.98
Payroll Expenses	80.00	0.00	80.00
Advertising and Promotion	672.61	500.00	172.61
Dues and Subscriptions	790.00	900.00	(110.00)
Entertainment	2,600.00	2,200.00	400.00
Bottomlands Lease	5,741.00	7,550.00	(1,809.00)
Building Cleaning	3,412.61	3,750.00	(337.39)

09/05/18  
Accrual Basis

**Tawas Bay Yacht Club**  
**Income Statement Budget vs. Actual**  
**November 2017 through August 2018**

	Nov '17 - Aug 18	Budget	\$ Over Budget
Building Repair & Maintenance	2,489.71	4,050.00	(1,560.29)
Grounds Maintenance	2,439.88	4,000.00	(1,560.12)
Dock Expenses	2,041.40	3,700.00	(1,658.60)
House Supplies	245.22	750.00	(504.78)
Kitchen & Bar Equipment	56.79	300.00	(243.21)
Insurance	6,317.00	9,340.00	(3,023.00)
Insurance - Workers Comp	660.00	660.00	0.00
Taxes - Property	2,437.43	11,500.00	(9,062.57)
Miscellaneous	250.00	0.00	250.00
Kids Program	0.00	500.00	(500.00)
Opti Regatta Expense	121.96	0.00	121.96
Credit Card Fees	43.75	150.00	(106.25)
Office Expenses	846.09	1,800.00	(953.91)
Postage	297.99	500.00	(202.01)
Secretary Expense	0.00	1,000.00	(1,000.00)
Treasurer Expense	0.00	500.00	(500.00)
Telephone	695.77	840.00	(144.23)
Utilities - Cable TV/Internet	1,041.11	1,660.00	(618.89)
Utilities - Electric	2,816.01	3,850.00	(1,033.99)
Utilities - Gas	1,372.48	1,800.00	(427.52)
Utilities - Waste Disposal	877.00	950.00	(73.00)
Utilities - Water	1,004.31	1,300.00	(295.69)
Spec. Proj-POS System	1,102.58	4,000.00	(2,897.42)
Spec. Proj-Dumpster, Mast Rack	0.00	2,000.00	(2,000.00)
<b>Total Expense</b>	<b>42,056.18</b>	<b>73,050.00</b>	<b>(30,993.82)</b>
<b>Net Ordinary Income</b>	<b>41,695.34</b>	<b>11,400.00</b>	<b>30,295.34</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
Dividend Income	361.27	150.00	211.27
Interest Income	79.70	150.00	(70.30)
Other Income	14.16	0.00	14.16
<b>Total Other Income</b>	<b>455.13</b>	<b>300.00</b>	<b>155.13</b>
<b>Other Expense</b>			
Playground Project	617.42	0.00	617.42
Spec. Proj.-Roof Repairs	7,423.00	0.00	7,423.00
Harbor Renewal Fund Trans Out	0.00	11,700.00	(11,700.00)
<b>Total Other Expense</b>	<b>8,040.42</b>	<b>11,700.00</b>	<b>(3,659.58)</b>
<b>Net Other Income</b>	<b>(7,585.29)</b>	<b>(11,400.00)</b>	<b>3,814.71</b>
<b>Net Income</b>	<b>34,110.05</b>	<b>0.00</b>	<b>34,110.05</b>

**August Financials** - Please note:

***Balance Sheet:***

- Added line item for J22 Bay of Pigs Regatta income. We will move this into the general regatta fund at the end of the year. Separated out for accounting purposes. Currently income is \$886 but will be about half that once all expenses are paid.

***Income Statement:***

- Racing - broke out Slammer Cup and J22 Regatta income from general club racing income. Next month will give a complete picture of the racing income once all expenses are paid and Bay Challenge is included.
- Ice - have not received an invoice from Arctic Glacier. Recommend we begin looking for a new source for ice for 2019 season.
- Expense categories added: Payroll Processing Fee, Payroll Expenses
- Miscellaneous Expense - \$40 is State of Michigan non-profit corporate filing fees
- Net Income as of August 31: \$34,110

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

- Good news - We are under budget in most of our expense categories. Note, property taxes were just paid leaving us around \$250 under budget – will be reflected in September income statement.
- Dividend income from Deutsche Funds is over budget due to strong market.
- Treasurer and Secretary Compensation will be distributed in September.

**August Disbursement Schedule Review** - see attached. Total of \$29,213 in disbursements.

**August Billing** – Statements were emailed/mailed September 6.

**Harbor Fund Renewal Status**

As of August 31, 2018:

- \$222,423.81 Contributions
- \$175,105.72 Expenditure
- \$ 47,318.09 Balance

**Other Updates:**

- Completed Non-profit Corporate Annual Report
- Completed Workers Comp Audit with Frankenmuth Insurance
- Requested and received a confirmation letter from the IRS regarding our tax exempt status to support our Coast Guard license renewal documentation.

TBYC VC Report- October 2018 Board Meeting.

A BIG special thank you to Jennifer Princing for noticing mildew coating the inside of the Club and taking the time to wash all the chairs, tables and walls before Venetian Night. And to all who stepped in to help – Sue Alexander, Jenna Princing and Margaret Coberly. That was a hefty task to get done but one that couldn't be put off. I have talked with Jasmine (house keeper) about it. She will monitor the situation especially while our humidity remains so high. The humidity has been especially bad this year and we have no circulation within the Club during the week when few people are there. Anyone with a solution please let me know. I am open to any and all suggestions. We might need to look into a dehumidifier if the situation continues.



Venetian Night was a very jovial affair in spite of the weather. 70+ members and guests dined on some exceptional food inside of the Club. Weather was too 'iffy' to try to be outside which meant boats missed being decorated as in year's past. But weather didn't dampen the festivities. We ate, we drank and we danced! A night to remember!

And Sunday brought us enough good weather to host the Bay Challenge with the 'sailors from across the pond'. Frank Fitus was spot on with the set up, and the kitchen hands were five star on the food. Thanks Lori Fitting, Sue Alexander, Richard, Jane Olgaard, Jennifer Princing and Margaret Coberly for all the help. All the beer drinkers were happy. Awards were fun with a few surprises.

The Kid's Room is sporting a new rug. The old one was found to have mildew on the underside as well as needing cleaning. When asking questions of the cleaner it was decided a new one would be better. Cleaning of \$100.00 versus new rug of \$129.99 was a no brainer. Take a look when you walk by. Clean and bright! Now let's get some kid's to play on it.

And Kid's room will be sporting a different TV by this weekend. A 32" wall mounted versus the 20" big box that has been living there for years.

Now all we need is a painter to give the walls a fresh look.

Thanks to all for the ease in keeping the Club House in good shape. We want to have fun but we also need to keep our house in order.

Nancy, V.C. TBYC

## Secretary's Report - September 2018

No correspondence to read into the minutes.

BREEZE published on Aug. 15, Aug. 23, Aug. 29, Sept. 6.

Need to set date for special meeting of the board to discuss proposal for new membership type. Please discuss Sept. 29.

Meeting documentation is up to date on the web page. Still need to do lots of updating on the site, but that is going to have to be a winter project.

Will need information ready for mailing for November membership meeting by Saturday, Oct. 13. We can finalize the agenda for the meeting on October 13. Need menu and pricing for the dinner from Nancy or Cristi. This mailing usually includes a letter to the membership. Please think about anything you would like me to include in that letter.

Update on Coast Guard Lease Renewal.

We have been in contact with:

Michelle Miller Frieden  
Realty Specialist  
USCG, Civil Engineering Unit Cleveland  
216.902.6267

Michelle will be our primary contact at USCG.

Documents needed (X means I have this document):

- x Name and address of organization
- x Purpose for license
- x Name, phone number, and email of the point of contact
- x Name of organization's individual who will be signing the license if different from the point of contact
- Name of property requesting to use
- Number of parking spaces (if applicable)
- x Non-profit Exemption Certificate (proof of non-profit status)/ 501(c)
- x Certificate of Liability Insurance (\$1M coverage per occurrence with the Coast Guard named as an insured)
- Photos and exhibits

I will have a draft of the full package for review at the October meeting so that we have time to edit and present to membership in November.

Jennifer