



Vancouver Lake Sailing Club

Board Meeting Minutes
December 5, 2018

Present	Name
x	Commodore – Scott Barrar
x	Rear Commodore –Bob Bush
x	Vice Commodore – Philip Parshley
x	Treasurer – Steve Eldredge
x	Secretary – Jim David
x	Membership Chair –Jeff Stong
	Port Captain – Vacant
x	Assistant Port Captain – Amanda McCallum
x	Race Captain – Micah Berry
x	Assistant Race Captain – Ed Bourguignon
x	Social Chair – Ilona LaRue
	Caretaker – Vacant
	Information Officer – Open
	Sailing School Director – Kayla

1. PRELIMINARIES

The meeting was called to order by Commodore Scott Barrar after establishing a quorum.

Approval of the minutes of the meeting for November were deferred due to oversight.

Potential new members – None

2. CARETAKER REPORT – Position Vacant.

3. COMMITTEE AND OFFICER REPORTS:

- a. Commodore Scott Barrar: Chaired the meeting.
- b. Vice Commodore (Philip Parshley): Philip had nothing specific to report.
- c. Rear Commodore (Bob Bush): Bob had nothing specific to report.
- d. Treasurer's Report (Steve Eldredge): Steve circulated financial statements to the Board by email.
- e. Secretary's Report (Jim David): Jim had had nothing specific to report.
- f. Membership Chair (Jeff Stong): Jeff Stong had nothing specific to report.
- g. Port Committee (Amanda McCallum): Amanda had nothing specific to report.
- h. Race Committee (Micah Berry and Ed Bourguignon): Micah and Ed reviewed the calendar for 2019.
- i. Social Committee (Illona La Rue): Illona had nothing specific to report.
- j. Information Officer (Vacant): -----
- k. Sailing School (Kayla): See below:

4. CONTINUING BUSINESS

- a. Caretaker – The board spent a considerable amount of time interviewing a prospective caretaker. The Board responded positively to the candidate and approved making a tentative offer to the individual providing the individual passes a background check and approves a final contract (containing a review meeting in 3 months and periodic compliance reviews after that). The Board determined to ensure the residence is available by December 31, 2018.
- b. Preparing for New Caretaker –
 - i. The board discussed maintenance items including purchasing a new washer and dryer, carpet, and repair kitchen sink and east toilet. The Board approved expenditures to make these repairs and improvements, expecting that the improvements will be below the authorized amounts,

the Board set the authorized amounts higher than anticipated to deal with unanticipated expenses and avoid further delay in seeking approval. Members were assigned to complete the repairs, purchase carpets and appliances.

- ii. Finalizing Caretaker Agreement. – Members were assigned to review the caretaker agreement and meet with the prospective candidate.
- c. Budget and Dues – The Board increased dues for 2019. After adopting the budget, members circulated emails about the dues increase. The Board had a meeting to discuss the dues increase on December 1, 2019. The Board provided as much information as possible to the members but felt the dues increase is necessary to build reserves to levels required by the reserve study and continue with capital projects.

The Board acknowledged that better communications with the members regarding budget and dues is desirable. The Board noted that prior to adoption of the budget for 2019, the Commodore sent an email proposing a \$100 per member increase and received 3 responses to that email, the Board reduced that to \$50, sent out an email, held a meeting of members to discuss the proposed budget and a poll of members at that meeting agreed with the increase. No members attended the board meeting where the budget was adopted. No other comments were received until after the budget was adopted, at which time a member protested. After receiving the objection, the Board held another meeting to review the budget and dues increase. No members appeared at the meeting tonight to express concern about the dues increase. The Board determined to keep members better informed about future projects and need for funds.

- d. 2019 Calendar – Ed Bourguignon reviewed the 2019 calendar with the Board. He presented his proposed time tables and thoughts on dates. After discussion, the board agreed to the time table with minor adjustments. Philip Parshley will reflect the events on the club calendar.

5. EXECUTIVE SESSION

- a. None.

6. NEW BUSINESS

- a. 2018 Missed Work Hours – The Board considered the outstanding work hours. If converted to a dollar rate, that amounts to \$18,515.50 in fees.

The Board reviewed the number of work hours for members and updated the work hour records for individuals who had performed hours but not properly reflected their time or extraordinary circumstances existed to deviate from policy such as major illness, residency out of the Northwest. The balance will be billed based on the records in place.

- b. Sailing School for 2019 – Kayla reported that she is working on spring clinics with professional coaches. She described a vision of increasing participation to have multiple classes in the spring followed by a full day summer camp style program, potentially 4 to 5 weeks. Kayla reported that her goal would be to group the students by ages during the summer. Kayla suggested a fall adult course as well.

7. CARRY OVER ITEMS FOR FUTURE MEETINGS

- a. Calendar

8. MOTIONS AND DECISIONS

- a. Jeff moved, and Ed moved to offer a position as caretaker to the individual who attended the meeting today, subject to a background check and review of the contract. The motion passed unanimously.

- b. Micah moved, and Bob seconded, a motion to spend up to \$5000 for a new washer and dryer, new carpets and fix plumbing for the caretaker residence. The motion passed unanimously.

- c. Steve moved to bill members owing work hours their fees for their missed work hours. Scott Barrar seconded the motion. The motion passed unanimously.

9. ADJORNED

The meeting adjourned at 9:45 pm.