



CEDAR ISLAND YACHT CLUB

MONDAY, AUGUST 21, 2023

7:00 P.M.

MINUTES

*EXECUTIVE MEMBERS MUST DECLARE A CONFLICT OF INTEREST
BASED ON THE AGENDA OR ANYTHING OCCURRING DURING THE MEETING*

Although items were not discussed in sequential order, the minutes reflect a potential agenda order of business.

Attendees: Lloyd Ayotte, Paul Cairoli, Frank Foote, Beth Graham, Mike Lippmann, Kristyn Pearce,

Absent: Walter Cooper

1. Approval of Agenda

There was no agenda for this meeting requested by Lloyd.

2. Approval of the Minutes of the Executive Meeting for June 8, 2023

They will be distributed before and approved at our next meeting.

3. Appointment of Lloyd Ayotte, Commodore and Rachel Park, Social Director

MOTION: That Lloyd move from Vice-Commodore to Commodore immediately to the end of the current term.

P. Cairoli/M, Lippmann

CARRIED

Everyone was in favour of not assigning Rachel as Social Director since we have only two months left in the fiscal year. This position be filled by the Nominating Committee for 2024.

4. Reports

a) Commodore

i) Nomination Committee

Paul had given Sandy a document on how to run a Nominating Committee. Paul will see if he has a copy and will give it to Lloyd for his perusal. The Nominating Committee is a very powerful tool to be used by the incoming Commodore. Under the ONCA rules the Commodore identifies the size of executive that fits his/her goals for the upcoming year and those they can work with. The business of Clubs has changed over the last few years. We are now faced with a lot of new legislation and responsibilities, ie. Rowan's Law, Safe Sport, ONCA, insurance, etc.

The Nominating Committee first needs to know what positions will be included on the Executive and come up with the best slate of officers to do the job and presents them to the Members.

Our biggest challenge is to fill positions with the best people we can when our pool is limited.

Lloyd is reducing the Executive to seven - Commodore, Vice-Commodore, Treasurer, Secretary, Social, Docks/Dredging, Property.

Kristen feels that Youth Sailing should become its own entity because of the Trillium Grants. We can't expect a bookkeeper to do both. Paul suggested that Adult Sail be separate also. It was suggested that we hire a bookkeeper and separate the job from the Treasurer's position. The Treasurer can then be looking at a 4 - 5 year needs assessment, what monies can be accessed through grants, if we should be raising money through a levy or increasing the member fees, etc.

Kristen suggested that the bookkeeper be outsourced for security reasons and give us consistency, especially if we ever have an audit. Kristyn agreed to stay on until someone is found to take her position and a bookkeeper is found. A smooth transition is needed.

The Nominating Committee will consist of Lloyd Ayotte, Warren Ritchie and Craig Canniff. Lloyd will ask both of them to stand on the Committee.

Mike indicated that he would remain as Dock Director which would also involve Dredging according to Lloyd's vision of the Executive.

b) Treasurer

i) Trillium Grant

Kristyn has just received the latest cheque. Paul asked for clarification on the status of monies coming to Youth Sail and asked if Sue Brewin knew that \$5,600 was transferred to us and that we were receiving another \$2,600. Paul & Kristyn will confirm this later. Monies from the wages of the instructors should go through Sue before it comes to Kristyn. Mike will have the invoices to Kristyn by Wednesday.

Deb Bellamy and Rachel Park reported that the Trillium Grant has been approved and the next payments are coming. Kristyn confirmed that they have been received.

We have no information on the Trillium Grant that was applied for this year.

Kristyn would like to send a bottle of wine to the accountant for the work done on the Trillium Grant. We still do not have a bill from the Leamington CPA.

c) Secretary

i) **MOTION:** That we accept Carol & Angelo Scebba and Jordan & Trish Durocher as Full Members as of July 20, 2023 and Ken Robertson & Cristeta Walsh as Full Members as of August 14, 2023 with a two year probationary period.

M. Lippmann/P. Caioli
CARRIED

MOTION: That we accept Gary & Nancy Hillier as Social Members as of July 20, 2023 with a two year probationary period.

M. Lippmann/K. Pearce
CARRIED

MOTION: That we accept the resignation of John Bedford & Val Horvat as of August 5, 2023. They have moved their boat to Dalhousie Yacht Club.

K. Pearce/M. Lippmann
CARRIED

ii) Beth will post the applications of Mike & Christina Marcon, Lauren & Alex Lori and Matt & Melissa Lamb as free Social Members until October 31, 2024 in CIYC News for members to peruse for 15 days. We are also expecting applications from Emmanuelle Richez & Alexandr Lanoszka and Celine Lucky that will be posted at the same time.

iii) Use of Club Facilities

Wendy Foote (September 21) and Laura Stafford (November 25) have asked to use the facilities. We have no other activities on those dates.

iv) We have a large number of members on probation who have not been reviewed. Mike suggested that this should be a separate meeting. Beth suggested that it needs to be done by this Executive since we are familiar with their history to this point.

iv) **MOTION:** That we officially approve the \$3000 accounting fee that was necessary to apply for the Trillium Grant.

K. Pearce/M. Lippmann
CARRIED

d) Adult Sail Director*

MOTION: That graduates of Basic Cruising, who have joined as Social Members, can use one of the club's training boats for day sailing upon request and approval by the Adult Sailing School Director. A fee of \$25 per 4 hour session will be billed to the member's account.

Beth asked how that affects our insurance. Kristyn said that last year our insurance company said that we could do that but we have to let them know which boat we were using. Once that issue is worked out there is no problem. Frank will coordinate the use of the boats. Having this program will hopefully encourage these Social Members to become Full Members.

CARRIED

This should be approved by the Membership and added to the Policies and Procedures at our next Annual Meeting.

e) Dock/Race Director

- i) Moir has been booked for haul out for October 21st. Cradle day is October 14th.
- ii) Lee Johnson's tiller was broken during launch by hitting the mast racks. The repair was \$394. Mike will meet with Moir to have that amount taken off of our bill this fall. Mike will send Lee's bills to Kristyn.
- iii) Race results are done by Pete and no one seems to know where they are. Pete should be posting them. Mike will ask Pete to send them to Don Bauder.
- iv) Floating Docks' Committee
Because of John Bedford's resignation there was a discussion about his replacement. After much discussion including the cost of replacing docks, how we would pay the cost of \$250,000 for them and losing three docks in the process and other challenges that we have ahead of us, it was decided not to proceed. It would be more realistic to replace docks individually as needed. This discussion needs to go to the Membership. Monies are set aside for dock repairs each year. There is approximately \$19,000 in dock accruals. Beth suggested that if Members are looking to beautify the look of the docks that the dock posts all be uniform. Mike said that the Dock Committee could install the dock boards and attach them in such a way that they do not have to be removed in the fall. A proper tang could be welded onto each dock. It can be part of the budget for next year to improve dock boards. A small levy could be charged to Members with a dock to cover the charges.
- v) COP Camp insurance
The OPP has dealt with insurance.
- vi) Tenille Reimer
Her boat is sitting in a dock. Following launch she said it would be here for a week then she would be moving it to her mother's who lives in Catalina Cove. At six week mark following launch, Mike sent her an email asking her to remove her boat from Club property. Approximately four weeks ago Mike sent her another email and she has not responded to either email. He has also left a message at the Pelee Dock where she is working and she has not returned the call. Her boat still remains on Club property. She owes for dockage for the year, \$200 for not having her mast stepped plus \$100 for each successive month her mast has not been stepped which would be an additional \$400. This is in accordance with Policy 16) 1 of the Dock Policy and Procedures. Kristyn will send her a bill and Mike will send her a letter informing her that she is to pay by September 1 or she will be expelled from the Club. In the meantime, Mike will chain up her mast feeling that she will not pay her account.
- vii) Mike suggested that we get a second kayak rack. Kristyn said that we do not have any money available now.

f) Dredging Director

No report

g) Property

- i) Beth commented on all the weeds on the property. Lloyd said that is one of the reasons that we earned our Clean Marine certificate. We don't use pesticides or herbicides. The biggest issue is the weeds on the other side of the fence coming into our property. The County of Essex does not do a very good job of cutting the weeds down.

h) Youth Sailing Director

5. Miscellaneous

- a) Lloyd has access to the Commodore's email address now. He will set up a profile and give Beth the recovery email and phone number for the confidential information for the Secretary.
- b) Update on ONCA and Articles (Letters Patent)
Walter reported that everything is almost finalized. Rachel reported to Paul that she has talked to South Port Sail Club and they are not following the guidelines of Ontario Sailing. Rachel is inclined to follow what SPSC is

doing instead of following OS guidelines. October 2024 is the final deadline to put this in place. We are not sure when the Letters Patent has to be complete.

- c) Youth Sailing will be happy to do the Santa Claus Parade on November 18 @ 5 pm. Beth will fill out the application form. Rachel will be asked to be part of the Paddle Pass and Frank would like to be involved because of Adult Sailing.
- d) Tim Blanchard, owner of Surf Culture Canada attended our Open House in June and expressed interested in becoming a Social Member and getting his organization involved in some way with the Club. He was to be invited to our meeting in July which never happened. We will leave this matter to the 2024 Executive to handle.
- e) The Bob & Lee Gurr Founders Award
Beth talked to Paul Gurr during the summer and the Award that they withdrew in June, they would like to proceed with it. He would like a couple of people to look at the criteria again. He plans on being in the area in September and would like to meet with Beth. Paul suggested that Beth and one of the original members of the Committee meet to review the criteria. Beth will ask Barrie Brewin. The Award will probably be presented at the Commodore's Ball.

6. New Business

- a) An inquiry was received from Courtney Godfrey, Manager of Parks, Recreation & Facilities asking if boaters from the Marina could use our site as a Port of Entry when returning from the US. Our understanding is that Erie View Marine has a sign that they are a POE and that the Town should approach them since we do not always have docks available and our Club is not accessible and we do not have a public phone.

NEXT MEETING - Monday, September 11

*(*denotes attachments)*

ADJOURNMENT - 8:22 pm

Responsible	Meeting Date	ACTION/TASK LIST	Due Date
Executive		Review two year probationary memberships for: Marcy Fogal (Mar 7/22) - S Andrew & Gianna Lawrance (Mar 7/22) - F Bachir & Rola Ghssoub (June 23/22) - F Derek & Christina Lawrence (June 23/22) - S until Oct 31/23 Jonathan Lissoos (June 23/22) - S Todd & Sarah Johnson (June 27/22) - F Dean McDougall & Sasha Finley (July 11/22) - F Jeongsoo & Sookhee Kim (July 11/22) - F Pete & Erin Earls (Aug 8/22) - S Ian Stephens & Gina Lord (Aug 8/22) - S Ludo Valette & Isabelle Stein (Aug 8/22) - F Don & Brenda Bauder (Aug 13/22) - F Tenille Reimer (Sept 12/22) - F Robert Goodman (Sept 20/22) - F Gary & Alana Beemer (Oct 20/22) S until Oct 31/23 Nancy Cristofoli (Oct 20/22) S until Oct 31/23 Julie Hoy (Oct 20/22) - S Sue Markham (Oct 20/22) - S Leslie Omstead (Oct 20/22) - S Sal Peralta (Oct 20/22) - F Louis & Marthie Resendes (Oct 20/22) - F Chris McCurdy (Oct 22/22) - F Mike & Michelle Sealy (Nov 14/22) - F Chris Stanson (May 19/23) - S Tammy & Steve I'Anson (May 19/23) - S Dave & Esther Campbell - (May 26/23) - S until Oct 31/23 Carolyn Hardy (June 8/23) - F Doug Hennessy (June 26/23) - 7 Melissa Somerville (June 26/23) - S Chris Perdue & Stephanie Swatkov (June 26/23) - S Gary & Nancy Hillier (July 20/23) - S Jordan & Trish Durocher (July 20/23) - F Carol & Angelo Scebba (July 20/23) - F Leane Malone (October 21/23) - S (Until Oct. 31/23) Ken & Cris Robertson (August 14, 2023) -F	Beginning of each year
Adult Sailing/ Youth Sailing/ Secretary		Contact Social Members (free) whose memberships are up October 31/23 - Derek & Christina Lawrence, Gary & Alana Beemer, Nancy Cristofoli, Dave & Esther Campbell, Leane Malone, Tammy & Steve I'Anson,	
Dock Committee	AGM 2021	A couple of outlets do not work at the docks.	ASAP
Docks		Revamp mast racks to accommodate larger boats for Paddle Pass Program	ASAP
Lloyd/Warren/ Beth		Introduce to Executive and orient new members. See orientation list.	ASAP
Walter		Up date memorial plaques - Liz Norris (Jan 22),	Ongoing
Executive		Mayor's Golf Tournament - t-shirt, hat, etc. for door prize	September

Mike	Feb 6/23	Quote for fence in Shark Alley	For next year's budget
Executive	Feb 6/23	Executive Members who have completed Safe Sport - Paul Cairoli, Walter Cooper, Frank Foote, Beth Graham, Mike Lippmann	ASAP
Lloyd Ayotte	March 13/23	Booklet for recording food served at Club events	ASAP
Executive	From AM	Hiring a bookkeeper	
Dredging		Painting Little Toot	ASAP
Mike	June 10/23	DMC quote for electrical at docks	
Mike	June 10/23	Weather tight box at gin crane to house the drill, etc.	ASAP
Lloyd	June 10/23	Information for members re serving food and Clean Marine for CIYC News	
2024 Executive	Aug 21/23	Contact Tim Blanchard, Surf Culture Canada Youth & Adult Sailing to become separate (Membership Approval needed) Treasurer to find a bookkeeper (Membership approval needed)	
Items to be brought up at AGM	Aug 21/23	Floating docks - not feasible That graduates of Basic Cruising who have joined as Social Members can use one of the club training boats for day sailing upon request and approval by the Adult Sailing School Director. A fee of \$25 per 4 hour session will be billed to the member's account.	Next Membership Meeting

RESPONSIBLE	STANDARD OPERATING PROCEDURES	WHEN	COMPLETED
Executive/ Warren	Orientation of new members	Monthly, if we have new members	
Secretary	Send letter to residence on Lorna Street	May	
Commodore/ Treasurer	Register Officers of the Club with Not-for-Profit Organization	Following ratification of the Executive at the AGM	
Vice-Commodore	Send out the reciprocal letter to ILYA	April/May	
Commodore/ Secretary	Updated Membership Information with Ontario Sailing	Annually	
Property/Health & Safety	Inspect fire extinguisher	Annually	
Docks	Annual Service and Inspection of the Gin Pole	Before launch	

Race	Annual notification to Coast Guard regarding race markers	May	
Treasurer	Update the Maintenance of the Club Channel, section 3.04(b) of our Operating Agreement with Catalina Cove every 10 years - Copy of agreement is on the Drive/ Legal/ Catalina	Completed in June 2022	√
Commodore/ Vice- Commodore/ Member at Large	Form a Nominating Committee - See Nominating Committee under the Bylaws	July/August	
Dredging	Update the 5 year plan for Little Toot with Melton's	Annually	
Health & Safety/ Docks	Inspect docks in the Spring	Spring	
Rachel & Paul	Strategic Plan - Every Five Years	Completed 2022	√
Executive	Mayor's Golf Tournament - donate club shirt	September	
Executive/Social	Hold Open House each year	June	