Alameda Yacht Club Board of Directors Meeting

May 17, 2018

Minutes

Present: Commodore, John Dovano; Rear Commodore, Forrest Reed; Secretary, Joanne Marquez; Treasurer, Barbara-Ann Patnode; Staff Commodore, Tom Tazelaar; Port Captain, Tom Eelkema; Directors, Randy Weeton, Erich Schoenwisener and Laura Hendrickson

Absent: Vice Commodore, Valerie Storm; Director Lorraine Fisher

Meeting called to order @ 6:30 pm

1. **Reading of Minutes**
	1. Request motion to forgo the reading of the February 2018 minutes and approve.
		1. Motion by: \_\_Tom\_\_\_\_\_\_\_
		2. Second by: \_\_Forrest\_\_\_\_\_\_\_
		3. Discussion: \_\_\_\_none\_\_\_\_\_
		4. Approve
2. **Commodore Report**
	1. We’ve had an active 30-days since the last meeting, the general membership meeting
		1. Hosted the Coast Guard
		2. Whale Boat Rowing Club
		3. Opening Day on the Bay
			1. We had 6 boats enter
			2. John Dovano was on the Committee Boat
		4. Friday Night Dinner we had San Rafael YC cruise in
	2. The Western Party is this Saturday
	3. Memorial Day weekend is a cruise out to San Rafael YC
	4. We have COLD BEER thanks to Forrest and Danny
3. **Vice Commodore Report**
	1. New Member Applications
		1. Chris Clifford/Dora Strehle, sponsored by John Dovano. They have a Glastron power boat, Luna Sea. They are interested in bartending and cooking. They attended the Friday night dinner on April 27th and May 11th. Resigning Members
			1. Motion by: Forrest
			2. Second by: Tom E
			3. Discussion:
			4. Approved new members
	2. No resignations
	3. Request to use the club
		1. CANCELLED - 5/26/18 from late afternoon to 3:00 – Michael and Debbra – Debbra let Valerie know that they will not be using the club.
		2. 8/11/18 – Noon to midnight - Nicole Drake for Wedding & Reception. There will be approximately 125 attendees, including 75 non-members. They will use the galley, will decorate, will have a DJ, and will arrange to have AYC volunteers bartend.
			1. Motion: Forrest
			2. Second: Tom T
			3. Discussion: none
			4. Approve
		3. 7/14/18 – 8:30 am to 3:30 pm – Heidi Stagg for Baby Shower. 20 non-member guests. They will use the galley and decorate. No music. They will hire a bar tender, Jeanine Santamdio, who has bartended before at AYC.
			1. Motion: Tom T
			2. Second: Randy
			3. Discussion: none
			4. Approve
	4. Items of House
		1. Received comments back from the environmental health inspector regarding requirements for written sanitary food handling procedures and the use of the BBQ. Valerie will have my response to her comments by May 25th.
		2. Received complaints regarding the unsanitary state of the galley refrigerator and freezer. Valerie cleaned them both out (some items had expiration dates of 2014!).
			1. **If members continue to leave their personal food items to leak and rot, is it an option to limit the use of the fridge and freezer to club related food storage?**
			2. Discussion: Tom T stated someone should go through the fridge and freezer once a week and throw out food that’s not labeled with a name and date.
			3. Discussion: We should leave labels and a pen in the galley
			4. Discussion: Nicole volunteered to clean them out
			5. Discussion: Jimmy stated that the Friday night dinner leftovers are put in the fridge and sometimes left there until someone throughs them out. Other times, they are used on Saturday as a club meal for $5.00 a head.
			6. Discussion: A sign should be put on the fridge with the rules.
	5. AYC Out and About/Membership related Items
		1. June 9 - 8:00 AM to 2:00 PM: AYC and AYC members are invited to the grand opening of the West Marine store at the South Shore Center. AYC will have a table there to promote the club, hand out some AYC SWAG, and attract new members. Set up time is 7:30 AM. Nicole Drake has offered to man the table. I would like a couple more volunteers, as well. I will be out of the area and not able to attend.
		2. June 23 – Exact Time TBD: AYC Swap Meet and Membership Drive. With assistance from past commodores and other members who have participated in past swap meets, we will have tables or participants can set up stands to sell, swap, or give away items. We will couple this with a membership drive. The event will be advertised in Latitude 38, local publications, and local stores like Blue Pelican and Svensons, and neighboring boat clubs and marinas. We will discuss this with the Harbormaster prior to moving forward.
		3. July 4th – AYC in 4th of July Parade! AYC used to participate in the city’s 4th of July parade. It would be great exposure and a lot of fun to participate again. Logistics to be ironed out. Valerie would like to set up a 4th of July Float Committee.
			1. Discussion: We have AYC banners
			2. Discussion: We’ve done it before and had fun,
			3. Discussion: John will look into a float
4. **Rear Commodore Report**
	1. Beer cooler
		1. We used Central Refrigeration Co.
		2. $247 to install
		3. $633 labor
		4. Danny recommended the outfit
	2. Question: Erich asked if we should write down requests for certain types of alcohol.
	3. Answer: Yes, there’s a sheet on the back of the storage closet door along with one for house items.
5. **Secretary Report**
	1. No report
6. **Treasurer Report**
	1. Budget vs Actual for January through Mid May
		1. We are not pulling in the money Daryl budgeted for the year.
		2. We are covering the bar cost, we are not covering our monthly expenses.
		3. Deposits were in yesterday
		4. Bar sales are down 15%.
		5. Membership is down, 20 members
		6. 14 members are past due on dues
		7. Insurance accrual needs to be done – Beer cooler not on
	2. Barbara Ann asked that she be the last person to sign a check
		1. We sent a check to the wrong person
		2. We lost the rent invoice for May
	3. Barbara Ann asked if we have changed the passcode for the safe?
		1. Forrest stated he just got a new battery for it and feels the passcode change is a low priority.
	4. Forrest stated that we are one of the few clubs who have weekday sales. We’re one of the few clubs that are open every day.
	5. Question: Erich asked if we are making money or losing money?
		1. Barbara Ann says we’re just about even.
	6. A list of members is needed and a list of non-members. Barbara Ann will get a list.
		1. Randy volunteered to clean out the name tags base of the non-member list.
7. **Staff Commodore**
	1. No report
8. **Port Captain Report**
	1. Cruise In
		1. June 16-17 – Sea Breeze
		2. No boats – about 15 people driving in
		3. Pirate Party that weekend
			1. Forrest will do a Party News blast
9. **Director Reports**
	1. **Randy**
		1. The UPS has died at least two times on the security system.
		2. The power and cords still need to be moved to the corner for the ATM.
		3. Question: Erich asked if we know the date/time can we look at the recordings?
			1. Yes
		4. Question: Can anyone go home and look at the recordings?
			1. No
			2. The tapes are only reviewed if we have a complaint
	2. **Raine -** Absent
	3. **Erich –** A big thankyou to AYC
		1. The Ground Hog Day fundraiser raised $555 for RYBOC
	4. **Laura –** No report
10. **Committee Reports**
	1. Finance – Daryl Silva --Absent
	2. Planning – Tom Tazelaar
		1. Tom is ALWAYS looking for cooks
		2. Laura and Ian are cooking tomorrow!
	3. PICYA – Erich Schoenwisen
		1. AYC should apply for the Benhan Trophy for the 6 boats that participated in the Opening Day on the Bay.
		2. There’s a formula based on # of members, # of boats and # of miles from AYC to the Green (start of parade)
	4. Social – Shirley Tess Huffman
		1. Country Western Dinner Dance is Saturday
			1. Currently 15 people have signed up
			2. People come for the music which doesn’t help with funds.
				1. It was stated that those people do buy drinks and the price of drinks goes up while the band is playing.
	5. Safety – Todd Charchenko - Absent
	6. By-law – Tom Tazelaar
		1. The binder behind the bar should have all the latest iterations of all documents. This way everything can be updated and easy to find.
		2. The website should also have all documents and they should be current as well.
			1. Current members will have access to the documents on the website under the Member section.
	7. Cruise out – Dorothy & Kevin Mueller
		1. Memorial Day Weekend – Cruise Out to San Rafael
			1. 5 boats are currently signed up
			2. A big party is planned so you need to sign up for an accurate count.
		2. South Beach is the June Cruise Out destination
	8. Newsletter/website – John Delano
		1. Contact John if a member wants a hard copy of the newsletter.
	9. Ship’s Store – Laura Hendrickson
		1. Laura has a meeting scheduled to discuss tee-shirts with a vendor
	10. Race – David Tucker - absent
11. **Unfinished Business**
	1. Procuring new tent
		1. Exact replica of what we have, right down to the exact same fire marshal rating
			1. Motion by: \_\_\_Randy\_\_\_\_\_\_
			2. Second by: \_\_\_Tom E\_\_\_\_\_\_
			3. Discussion: $1100, for the top. It appears to be the exact same as what we currently have and we’ll use the existing poles.
				1. Question: Do we have the funds?

Answer: John – we have three accounts, reserved funds

The Building Fund (membership vote)

Contingency Fund (membership vote)

Maintenance Reserve Fund (no money – BOD can Approve)

Tips pay for furniture

The club has the money, we’ll figure out how to pay for it

* + - 1. Approve
	1. Grievance Process -- Carryover
		1. Need to finalize flow chart
		2. Review By-Laws
	2. Office equipment – Clair is looking into -- Pending
		+ 1. New printer – Looking at laser as ink cartridges are expensive
	3. Galley hood, Tom will clean, Randy said he’d help - pending
	4. Maintenance agreement/schedule – Forrest will set up a schedule for maintaining the primary systems of AYC
		1. Proposal from company
		2. Galley and Bar
		3. A/C Unit
			1. Harbor Master changes the filters
			2. Danny and Forrest will clean
	5. John - Upload all AYC documents and forms to Google Drive (Cloud) as storage for originals with limited access to only those members that have legitimate reason to access.
		1. John would like to see documents stored on Google Drive.
		2. Updated documents should be on the Website
		3. John will set up an account and Tom T will update
	6. Key code entry system - Ongoing
		1. John took the lead
		2. Erich volunteered to help
1. **New Business**
	1. Charging corkage fee for use of club equipment & supplies on the deck when drinking beverages not purchased from club.
		1. John stated it’s not in the spirit of the club to bring your own drinks and use the clubs glasses, ice, etc.
			1. Tom stated the deck is part of our liquor license and we can’t take alcohol off the deck.
				1. The deck is public access
				2. Tom has no problem with people bringing their own alcohol with “reasonable access”, Using the Ice is OK, Using the glasses is pushing it.
			2. Randy asked if the state law prohibits drinking in public.
				1. Jimmy stated some cities allow you to drink in public.
				2. Tom T stated he will look into the Alameda law regarding open containers
				3. Forrest stated outside alcohol that ABC doesn’t require a surcharge or corkage fee.
				4. Terry stated she brings a bottle of wine and drinks it on the deck. She also states she buys drinks from the club as well.
				5. Jamie said she too brings a bottle of wine once in awhile.
				6. John said he just wanted to bring it up and it sounds like it’s not a problem at this time.
				7. Jeff stated that to him it seems like the people who complain about the club re the ones who aren’t here. There’s not a lot going on here. Most come and drink on Fridays. Other clubs have a racing program, women’s sailing and out reach and membership drives. We need to draw more members.

Laura and Randy both asked for a list of ideas.

Forrest stated we did seminars in the past

John stated we’ve lost 20 members and the attendance is very low at the monthly parties. The St. Patricks Day party, we lost money.

John feels he’s dragging the club down.

Nicole—stated as past commodore—No one wants to be told what to do. We want to have fun. It’s not you, John, it just happened on your watch.

It was suggested that flyers be handed out to prospective members

Forrest stated that back in the day, we used to have 3 clubs come to our parties.

The culture has changed. We need to reflect as an organization

Jamie stated the bands aren’t what we like. We like rock-n-roll

Laura mentioned people come for the party and don’t pay for the dinner.

Joanne suggested committees should be set up.

John: It’s up to the committee chairs to get committees together

Jamie offered to help Tess

Tess’s husband stated that Tess has been bargain shopping for bands

Forrest stated a dollar a drink from the time the band starts until they stop goes to the social committee.

Forrest looks at the tape and counts up the number of transactions during the time and then debits a dollar a transaction.

Someone asked if the time could begin earlier to collect an extra dollar during an event – such as when dinner is served?

Answer: Forrest said the resolution was when the band start/stops.

Jimmy suggest lowering the price of beer to sell more.

We need younger members and better activities

John would like to hear ideas on how we can increase membership

Erich stated a membership committee should be formed when Valerie is back.

Tom T stated Eduardo brought young people to the parties

But they didn’t join

* 1. Propane
		1. Should propane only be used for special events?
			1. Plain silly - dismissed
	2. Terry brought up dogs
		1. No discussion
1. **Next board meeting June 21, 2018**
2. **Meeting adjourned at:**
	1. Motion by: Tom T
	2. Second by: Tom E
	3. Approve 8:15