



EXECUTIVE COMMITTEE MEETING
JUNE 14, 2010
MINUTES

PRESENT: Rod Reikie, Bill Young, Chris Watson, Rick Howard, Lane Romano, Temple Murray, Don Ulsifer, Jeff Prior

REGRETS: Dennis Ethier

At the regular meeting of the Sylvan Lake Sailing Club executive committee, held at the Chateau Suites, Sylvan Lake, AB, on Monday evening, June 14, 2010, Rod Reikie, in the chair, called the meeting to order at 7:05 p.m. The secretary, Temple Murray, provided the minutes of the previous executive committee meeting held May 17, 2010.

MOTION to approve previous minutes as presented:

Moved by Temple Murray; Second by Lane Romano; All in Favour; Carried

The Treasurer, Lane Romano, reported on the club's current financial situation.

MOTION to accept Treasurer's report as presented:

Moved by Lane Romano; Second by Rick Howard; All in Favour; Carried

Executive committee reports were presented as follows:

- a. Commodore – nothing to report.
 - b. Vice Commodore – Bill Young reported as follows: the planned focus group sessions have been abandoned due to a lack of response from the membership, possible alternative would be to do a questionnaire later in the season.
 - c. Harbour Master – Rick Howard reported as follows: 5 keys remain to be distributed, those folks just have to connect with Rick to collect their keys.
 - d. Director-At-Large – Chris Watson reported as follows: Whaler is ready to be picked from Lighthouse Marine, the motor was repaired, Chris will submit an article for inclusion in the newsletter regarding ethanol-blended fuels. Chris invited Chris from Sylvan Agencies, however he was not able to attend the meeting tonight – Chris gained information regarding director's insurance, which the club is not required to carry, however the club would be prudent to purchase Party Alcohol Liability Insurance, which provides protection when lawsuits are brought against individuals or organizations who host single/multi-day functions with alcohol service. The executive was supportive of acquiring this insurance.
- ✓ **ACTION ITEM:** Chris will gather more information from Sylvan Agencies regarding the PAL Insurance and will distribute an email to the executive committee for a vote. He will also make arrangements to add the Whaler to our current insurance policy.
- e. Past Commodore – not present to report

Eight (8) items of business from previous minutes were discussed:

ACTION ITEMS:

1. Notice to club officers regarding financial statements Lane Romano
Not completed - Lane was not present at the last executive meeting and was not aware of this action item until yesterday.
2. Communication to Matt and Kathy Toonders Rod Reikie
Not completed – Rod and/or Don will touch base with them.
3. Sponsorship and Recognition Structure proposal Jeff Prior
Draft sponsorship package was distributed by email today for review by the executive, discussion ensued and the executive approved the package as amended.
4. Inventory of Assets Executive & Sub-Committees
Chris presented an inventory of club trophies.
5. Banking (Merchandise Task Group & EOSH Committee) Jeff Prior/Temple Murray
Jeff and Lane will arrange for a separate bank account to be set up for the Merchandise Task Group.
6. Invite Sylvan Agencies Ltd. agent to executive meeting Chris Watson
Chris invited the agent, but he was unable to attend, see Director-At-Large report.
7. Signage for social events Chris Watson
Chris distributed some sample signs he made up to post at the social.
8. Notice to membership re Marina Expansion meeting/open house - Completed Temple Murray



Three (3) items of new business were discussed:

1. Venue for future executive meetings – Chateau Suites has offered to rent a meeting room to the sailing club for \$50/booking, if we are willing to commit to regular bookings. The executive discussed the merits of meeting location, all were very pleased with the meeting room at Chateau Suites, however taking into consideration the commuting distance for existing officers, it was determined the majority prefer Red Deer as a location, Rick and Jeff offered the use of their boardrooms for the remainder of the season.
2. Rick, on behalf of the Martin 242 Fleet 4, requested the use of the RC boat, Whaler, ground and tackle, etc. for the Martin clinic this coming weekend. The executive agreed.
3. Rick Howard reported that he has a meeting on Thursday with Ron Lebsack from the town of Sylvan Lake to discuss a potential junior learn to sail program.

Sub-Committee reports were presented as follows:

- a. Fleet Captain, Sailing Operations – Don Ulsifer reported as follows: RC boat had some technical difficulties after the race on Wednesday night, which were fixed on the water and seem to be fine now. The automatic starting sequence unit is not operational, but the committee seems to be doing well with a manual system. The inventory list is in development; committee will complete and submit to Treasurer. On the water race committee consists of 5 members. There was a scoring clarification regarding DNC's, the scorer has recalculated the results of the spring series and will post the corrected results for the series. There has been a PHRF rating request for one boat in the fleet (Prelude), temporary rating has placed it in Division 1, the rating will be reviewed after this series and adjusted if necessary. Discussion ensued regarding how the fleet championship will be calculated at the end of the season, the Sailing Operations committee will review and discuss again at the next meeting.
- ✓ **ACTION ITEM:** **Sailing Operations Committee** will review various scenarios for calculating the Fleet Championship / Boat of the Year award and return to the July meeting with recommendation(s) for executive approval.
- b. Membership & Communications – Temple Murray reported as follows: club membership cards are now printed and will be distributed at the Wednesday night social. Temple and Lane will compare records to determine paid/unpaid membership fees.
 - c. Promotions – Jeff Prior reported as follows: refer to action item #3 in business from previous minutes.
 - d. Social – Discussion ensued regarding the social this Wednesday, including approach to types and cost of liquor that will be available, liquor permit, supplies required for tickets sales and measuring cups, etc. In the absence of members of the social committee, the executive made the following decisions:
 - in keeping with the committee's green initiatives, no plastic glasses will be provided by the bar, thus a measuring cup (4 oz.) will be used for portion control on wine;
 - to relieve pressure on the volunteers working the bar, the handling of cash will be removed, tickets will be sold @ \$3 each and will be valid for all drinks, except pop, which will be sold for \$1 at the drink ticket table;
 - to ensure cost recovery, the types of liquor will be limited to: 2 kinds of beer (a light beer and a regular beer), 1 kind of cooler (<\$3ea.), 1 red wine (<\$10), 1 white wine (<\$10), and 2 kinds of pop (1 regular and 1 diet); and
 - an inventory of stock will be taken at the beginning and end of the event then reconciled with the ticket sales;
 - to monitor/manage club membership, all members will be required to present a membership card upon arrival at the social and non-members will be charged a fee of \$10 for attendance at socials.
- ✓ **ACTION ITEMS:** **Jeff** will make arrangements for a liquor permit and purchase two 4oz. measuring cups; **Temple** will purchase liquor tickets and a stamp and recruit a fellow membership committee member to join her at a table that will be set up to accommodate the distribution of membership cards, payment of outstanding membership dues, liquor ticket and pop sales, etc. **Rick** will communicate with the bar masters regarding the KISS approach to liquor, as described above. **Temple** will distribute a membership notice with a reminder of the social this Wednesday and notification of the new approach to club membership and liquor ticket sales. **Rod** will make an announcement at the beginning of the social on Wednesday night, reminding folks to pay any outstanding membership fees and announcing the \$10 fee for non-members to attend socials.
- e. Future of the Club – not present to report.
 - f. EOSH Regatta – meeting was adjourned prior to this point on the agenda.

The meeting was adjourned at 9:15 p.m. The next meeting of the executive committee is scheduled for Monday, July 12, 2010 at 7:00 p.m., in the Boardroom, Howard & Company, 2nd Floor, 5114 58 Street, Red Deer, AB

Minutes recorded and submitted by Temple Murray, Secretary, to be approved at the next meeting of the executive committee.