



EXECUTIVE COMMITTEE MEETING
MARCH 17, 2010
MINUTES

PRESENT: Bill Young, Dennis Ethier, Lane Romano, Chris Watson, Jeff Prior, Allan Fisher, Barry Tee

REGRETS: Rod Reikie, Rick Howard, Temple Murray

At the regular meeting of the Sylvan Lake Sailing Club executive committee, held at the residence of Bill Young, on Wednesday evening, March 17, 2010, in the absence of the Commodore, Rod Reikie, the Vice-Commodore, Bill Young, in the chair, called the meeting to order at 7:00 p.m. Chris Watson, acting as secretary in the absence of Temple Murray, provided the minutes of the previous executive committee meeting held February 8, 2010.

MOTION to approve previous minutes as presented:

Moved by Lane Romano; Second by Jeff Prior; 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 Dennis Ethier; All in Favour; Carried

Executive committee reports were presented as follows:

- a. Commodore – no report
- b. Vice Commodore – Bill Young reported as follows: raised discussion regarding the direction of the club and canvassing the membership for feedback.
- ✓ **ACTION ITEM:** Bill Young will contact Chris Stanley to initiate a membership perception survey.
Discussion ensued regarding communication to the membership, or lack thereof. Due to the resignation of the newsletter editor, the executive asked Allan Fisher to step in temporarily and prepare and distribute a communication piece to the membership, including key issues from previous minutes. Allan agreed, with the condition that the Commodore(s) contribute content, to be included with the distribution. He indicated that if he did not receive a submission from the Commodore(s), he would not distribute a communication to the membership.
- c. Harbour Master – no report
- d. Director-At-Large – Chris Watson reported as follows: Terry Reid from Calgary contacted Chris, via ASA, to enquire about assistance from SLSC with the ASA Provincials. He suggested the SLSC sanction or co-host the event with the intent that the event would be covered by the club's insurance. He also enquired about the use of the club's committee boat, marks and ground tackle.
- ✓ **ACTION ITEM:** Chris will contact Terry Reid to clarify the specific details of the ASA Provincials to determine if the event would be a feasible endeavour for the club.
Chris reported that the ASA would be conducting a Club Race Officer training course at the Red Deer College April 10th and 24th.
MOTION that the club fund up to a maximum of five (5) persons or \$200 for the individuals who performed race committee for the 2009 season to attend the race management course, if they agreed to return for the 2010 season:
Moved by Dennis Ethier; Second by Lane Romano; All in Favour; Carried
- ✓ **ACTION ITEM:** Chris will contact Matt Toonders to inform him of the executives' decision regarding funding for the upcoming race management course and ask if they would be interested in attending.
Chris reported that some members had suggested discontinuing the use of bow numbers in the club, discussion ensued, the executive decided to continue the use of bow numbers for the 2010 race season for scoring purposes.
- e. Past Commodore – nothing to report



Two (2) items of new business were discussed:

1. Draft job description for position of Fleet Captain – the group reviewed the draft job description.
MOTION to accept the job description as presented:
Moved by Chris Watson; Second by Bill Young; All in Favour; Carried
 2. Draft terms of reference for Sailing Operations sub-committee – the group reviewed the draft terms of reference.
MOTION to accept the terms of reference as presented:
Moved by Jeff Prior; Second by Dennis Ethier; All in Favour; Carried
- ✓ **ACTION ITEM:** Bill Young will contact Bernie Papp regarding his continuation of the function of PHRF Administration and Don Ulsifer regarding the function of Race Management and/or the role of Fleet Captain. Chris will contact Dave MacCabe regarding the function of Equipment Management.

Six (6) items of business and/or action items from previous minutes were discussed:

1. Filing of Annual Return – Tracey Andersen was not present to report
2. Purchase of Quick Books – Lane Romano reported as follows: purchase completed
3. Transport of Boston Whaler – Chris Watson reported as follows: the boat was transferred from Vancouver Island successfully; it is now in Allan Fisher's shop undergoing spring cleaning and launch preparations.
4. Laptop Purchase – Larry Petersen was not present to report. The group discussed the matter of physical possession of the laptop, it was recognized that the Secretary and the Treasurer perform a significant number of club activities on their personal and/or work equipment. The potential for issues around continuity of information and activities was also recognized. It was decided that the Secretary would retain custody of the newly acquired laptop and ensure its availability at club functions for the purposes of scoring/posting of scores, regatta registration, etc. The Treasurer agreed to continue to use his personal equipment for the remainder of this year, but the executive will review the matter for the 2011 year.
5. Role of Barmaster and liquor permit for 2010 season – Kathy Martin/Linda Boyd were not present to report
6. Green initiatives article in club newsletter - Kathy Martin/Linda Boyd were not present to report

Sub-Committee reports were presented as follows:

- a. Fleet Captain, Sailing Operations – the group discussed strategies for recruitment of volunteers.
- ✓ **ACTION ITEM:** Chris Watson will draft a communication for distribution to the membership by Allan Fisher requesting additional volunteers for these functions.
- b. Membership & Communications – not present to report. Chris Watson reported that the website is nearing completion; the projected go-live date is April 1st. The matter of communication to the membership was raised again (refer to Vice Commodores report for previous discussion).
- ✓ **ACTION ITEM:** Bill Young will contact Gail Surkan regarding an update of committee activities and request a report for the April executive committee meeting.
- c. Promotions – Jeff Prior reported as follows: the matter of the clubs ability to issue tax receipts was raised and/or the alternate option of issuing the donors invoices. Tracey Anderson had confirmed with Jeff that the club is not registered as a charitable organization and cannot issue charitable tax receipts. Jeff will investigate further regarding alternate options for potential donors.
- d. Social – not present to report
- e. Marina Research – not present to report
- f. Junior Learn to Sail – not present to report. All indications are that there will not be a Junior Learn to Sail program for the 2010 season, due to the lack of instructors from the NASC.
- g. EOSH Regatta – Chris Watson reported as follows: in an effort to keep the executive committee informed during the organization of the regatta, Chris discussed the matter of initial operating costs required to operate the event, the executive requested the committee report on projected expenses at a future meeting.

The meeting was adjourned at 8:50 p.m. The next meeting of the executive committee is scheduled for April 12, 2010 at 7:00 p.m., location to be determined.

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