



**LCYC Board of Governors Meeting
Held at LCYC
May 8, 2023; 18:30 – 20:00**

- **Invited Participants:** Jill Gagne (Commodore), Betsey Dempsey (Secretary & Membership), Jay Heaslip (Treasurer), Paul Boerman (Harbormaster), Drew Hamilton (Boats), Gene Cloutier (Docks), Ben Durant (House), Jill Burley (Junior Sailing Programs), Bob Turnau (Regatta), John Stetson (Stewards),

 - **Invited Guests:** John Harris
1. **Call to Order**
 - 1.1. Call to order at 6:30pm
 - 1.2. Approve minutes from the April 10, 2023 meeting.
Motion to approve minutes, 1st: John Stetson , 2nd: Paul Boerman. Motion approved.

 2. **Commodore Update**
 - 2.1. John Harris
 - 2.1.1. Role of the Finance Committee
 - 2.1.1.1. Confusion over what role the Finance Committee takes. It reports to Commodore but is purely an advisory committee. It does not make any decisions, just recommendations on strategic planning, and budget decisions.
 - 2.1.2. Long Range Capital Plan
 - 2.1.2.1. Discussion of how the capital fund balance is managed and what the definition of the capital fund is. Discussion around some areas that will need funds from the capital budget. Docks are the largest, future expenditure at this point. Each fall, the Finance Committee meets with each BOG chair that has capital expenditures and looks at the budget.
 - 2.1.3. Website
 - 2.1.3.1. John Harris is managing the content of the website. Information should be sent to him directly.

 3. **Membership**
 - 3.1. Application for membership for Scott and Kimberly Crampton
Motion to approve application, 1st: gene, 2nd: Jay . Motion approved.
 - 3.2. Application for membership for Joshua and Amanda Kallen
Motion to approve application, 1st: gene , 2nd: paul . Motion approved.
 - 3.3. Application for membership for Joe and Marcia Rosen
Motion to approve application, 1st: paul, 2nd: john stetson. Motion approved.
 - 3.4. Logs and membership cards are now in the club

 4. **Treasurer Report - 5/8/2023**
 - 4.1. The balance sheet as of 5/7 is [here](#).



- 4.1.1. An error was found on the Checking Account Balance - Jay will research and send an update via email
- 4.1.2. Request made to add FY22 info on the balance sheet as well, Jay to update reports moving forward
- 4.2. Budgets vs Actual YTD is [here](#).
- 4.3. Approved budget for 2023 is [here](#).
- 4.4. The [990 tax return](#) was filed on 4/24/23.
- 4.5. Payroll will be starting shortly
 - 4.5.1. If you have employees that worked last year, Madison (lcycharbor2790@gmail.com) should have their info, just verify that the direct deposit information, address and email is still correct.
 - 4.5.2. If you have new employees they will need to fill out the following:
 - 4.5.2.1. [W4](#)
 - 4.5.2.2. [I-9](#)
 - 4.5.2.3. [QB Direct Deposit form](#)
- 4.6. Mooring fee refunds were issued to 3 members who paid before giving up their moorings
- 4.7. I will be billing for any temporary moorings as they are assigned, and refunding members who allow temporary use of their moorings.

5. **Other Business**

- 5.1. Awning replacement for the clubhouse
 - 5.1.1. A member offered to help with the logistics for a replacement awning
- 5.2. Risk Management Committee Recommendations
 - 5.2.1. Regatta Race Participation Acknowledgement: A revised waiver has been suggested for all captains and crew to sign. Those who have signed the previous waiver do not have to sign the new one. Motion to approve recommendation of a new waiver requirement: 1st: Bob Turnau, 2nd: Paul Boerman, Motion approved.
 - 5.2.2. Health and Safety Signage: Fuel storage area needs OSHA approved signage. Docks, specifically the service dock, swim and boat ramp need safety signage and some need safety equipment. Grilling area requirement/safety instruction signage is necessary. Play area needs a thorough safety inspection. Motion to approve recommended safety measures: 1st: Betsey Dempsey, 2nd: Ben Durant, Motion approved.
- 5.3. Opening Day Planning
 - 5.3.1. Committees
 - 5.3.1.1. House - We will need as much help for House projects as possible
 - 5.3.1.2. Boats - We have more than we need to help with boats
 - 5.3.1.3. Regatta - We will have a team to work on trophies, the Dinse
 - 5.3.1.4. Grounds- Paul will be directing volunteers for Work Day
 - 5.3.1.5. Social - table will be set up for people to sign up for events, full breakfast will be available for Work Day, including the chili lunch
 - 5.3.1.6. Docks - Still need 12 volunteers for Work Day
 - 5.3.1.7. Jr Sailing - Bill Kallock will supervise Work Day as Jill Burley will not be attending
 - 5.3.2. Pierre's boat will be operational by Wed and remaining moorings will be quickly put in the harbor
 - 5.3.3. Reminder emails - Email blast will be sent on Thursday to all members reminding them of Work Day



- 5.4. Audit Report - Introduced by Jill Gagne, will be reviewed in detail at the June BOG meeting
- 5.5. Discussion regarding Pierre's use of south parking lot

6. **Committee Reports**

- 6.1. Docks -
- 6.2. Regatta -
- 6.3. Mooring -
- 6.4. Stewards - waiting for a few licenses for Stewards. No senior stewards at this point. Orientation is June 18 for Stewards
- 6.5. Harbor -
- 6.6. Jr Sailing -
- 6.7. House -
- 6.8. Social- Signup Genius is going to be used for people to sign up for events

7. **Meeting Schedule:**

- 7.1. Next meeting will be at LCYC on June 12, 2023 at 6:30pm.
- 7.2. Motion to adjourn at 7:59pm. 1st: Ben Durant, 2nd: John Stetson, Motion approved.