



## LCYC Board of Governors Meeting

Held at the Shelburne Town Offices  
November 11, 18:30 – 20:00

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

- Optional: Chris Leopold (Social), ~~Matt Fisher (Grounds)~~
- Optional: Incoming Board Members: ~~Amy Caldwell~~, Erik Filkorn, Robert Finn, Doug Hamilton, Tom Porter

### 1. Call to Order

- a. Call to order at 6:30pm
- b. Motion to approve the [Annual Meeting Minutes from October 19, 2024](#).
  - i. 1st Gene Cloutier; 2nd Paul Boerman. Motion approved
- c. Motion to approve [minutes from the October 14, 2024 meeting](#).
  - i. 1st: Paul Boerman, 2nd: Kevin Hawko, Motion approved.

### 2. Commodore Update

- a. Transitions - meetings with outgoing board should continue to ensure a smooth transition.
- b. Jr. Sailing Task Force - in process of establishing a task force for distributing duties to more than 1 person. Kevin Hawko helped Jill identify those potential duties. We need to start instructor staff and the set up of the portal needs to be complete by January.
- c. Permit Update - The draft permit was issued on 10/21 and is in the 30 day public comment period. [Link to PDF from the State Website](#)
  - i. A change is the requirement to now report out annually regarding the public good. We will partner with SB and Shelburne rec departments for registration of Jr Sailing camp, allow SB to use our docks for water rescue practice, share racing events, continue to allow the non-profit Sail Beyond Cancer to operate and continue to be unbiased in our acceptance of new members.
- d. Budget season - plan to present a draft at the December BOG meeting
  - i. Finance committee requesting to be a part of the budget process this year.
- e. Change of Watch Date/Venue
  - i. Possible Jan 11 or 18, 2025 - alternate sites being researched..
- f. Yacht's Person of the Year Nominations (major contribution)
- g. The Commodore's Cup Nominations

### 3. Membership

- a. [Link to new applicants information](#)



- b. Motion to approve application for membership for Thad Halsmer and Kim Knepp-Halsmer.
  - i. 1st: Gene Cloutier, 2nd: Paul Boerman, Motion approved.

#### 4. **Treasurer Report - 10/14/2024**

- a. The FY '24 YTD income/expense vs budget report is [here](#).
  - i. Current surplus is \$63,439.44, with remaining expected expenses of ~\$21,000.
- b. The preliminary budget for 2025 is [here](#). As a starting point, 2024 numbers have been used for 2025 (except for property tax and insurance). Also, the actuals column for 2024 is blank. Please fill this in using the numbers from the income/expense report above for your respective areas.
- c. Stewards fund balance is \$6,295.
- d. Balance sheet as of 11/08/24 is [here](#).
- e. Capital fund balance is \$110,075.43 (\$234,890.14 YE'23 + \$ -124,814.71 Net income '24)
  - i. StructurMarine check for \$151,413.67 cleared on 11/6
- f. Detailed P&L is [here](#).
- g. Invoices will be going out at the end of the month

#### 5. **Other Business**

- a. Work Party Requests.
  - i. BOG members should send any work requests to the Secretary/ Membership chair and then an email blast can go out. A posting could also be put on the website. There will be extra work on the docks after Work Day
- b. Pierre's Contract (John Stetson)
  - i. Will meet with the committee Dec 3rd and then with Pierre shortly after.
- c. Dock Updates
  - i. The [contract with StructurMarine has been signed](#). The deposit has been sent.
- d. Dock financing
  - i. 14 members have expressed interest for a total of 17 notes so far. [Details are here](#). December 1st cutoff. Notify members by December 15. If we receive more requests for notes than we need, there will be a lottery.
- e. Request for the BOG to approve providing \$1,000 support for the COW to keep the cost under \$36/person. Social would like to have the event at a venue other than the SJC. The event would be a fully catered cocktail party. The \$1000 compares to the \$5,000+ that was spent each year between 2010-2018. That same level of support in today's dollars would be approximately \$6500-\$7,000. Alternate venues we have contacted are the Eagles Club on Shelburne Road, the Windjammer and Waterworks. Although Social has a \$1,300 surplus at this point, it might be preferable if the funds came out of FY25, or perhaps 50/50 if we need to pay a deposit in November.
  - i. No vote, recommend using the balance of the 2024 budget for any COW expenses that need to be paid in 2024.
- f. [Risk Management Actions Review and assignments](#)
- g. Google Drive Guide for incoming Board Members



- i. [https://docs.google.com/document/d/1H5tCQxaqE\\_pqk8PS83\\_xk\\_CukMj-o6Bl/edit](https://docs.google.com/document/d/1H5tCQxaqE_pqk8PS83_xk_CukMj-o6Bl/edit)

## 6. **Committee Report**

### a. **Stewards**

- i. Gratuity solicitation is in process, with 2 reminders planned for Nov. Gratuity is due by Dec 1st.
- ii. Anticipate 5 returning stewards. Will budget for 1 new steward and look for 2 stewards-in-training.
- iii. Will make a bigger push for 1 or 2 senior stewards (i.e. - retired, paid, part-time), particularly for the third week of August through the end of the season.
- iv. Recommend running 2025 launch service from 5/17/25 to 10/5/25, even if docks stay in later. We gave very few rides during the 2nd week of Oct this past year.
- v. Anticipate reimbursing 1 more license this year.
- vi. Will overrun the budget by \$2,100.

### b. **Social**

- i. We finished the 2024 Social Program with the Awards Dinner at the St. John's Club on November 2. Very successful evening with 92 LCYC members and their crew attending the lasagna dinner event. Kudos to Jay Heaslip for his assistance with reservations and Kevin Hawko and the Regatta team for their assistance in planning the event and managing the reservations. Kevin did a fantastic job with the racing awards! During 2024, Social hosted 16 events serving meals and/or appetizers to more than 1,400 members and their guests. A special thank you to the racing fleets for their assistance and work with Wednesday night event cleanup. It has made a significant difference the past two seasons. We tried new approaches to several events and added a new Fall cocktail party.
- ii. We finished the 2024 event schedule with a \$1300 surplus. We are looking at directing a portion of those funds to some much needed equipment for events.
- iii. We are in the midst of planning the 2025 Change of Watch event. We are looking at January 11 or possibly January 18. Presently looking at several venues and a fully catered cocktail party event with heavy appetizers.

### c. **Regatta**

- i. Awards night went well and all associated expenses have been reconciled.
- ii. Engraving fees/awards costs were higher than budget due to:
  1. Catching up on 4 trophies that did not have prior year winners engraved (missing 2022 & 2023)
  2. Cost basis for 2024 budget was lower than actual cost/trophy due to change from Dale costs in model to VT Awards & Engraving



3. 2024 budget was based on trophies engraved in 2023 but not all races were completed in 2023. Three more perpetual trophies in 2024 (Lady Skipper JAM, Schuyler Island JAM & Spin)
  4. Added 3 additional individual "keeper" plaques for Etchells Wed night winners (1st, 2nd & 3rd place finishers)
  - iii. Remaining expenses for 2024 include:
    1. Lake Champlain Divers - recovery of C & P marks for winter
    2. Mark Bot cell service reimbursement
  - iv. Scheduling fleet captain/RMG post-season wrap up event to capture lessons learned and document recommended changes for 2025
  - v. Recommending LCYC host a US Sailing Race Management training seminar for 2025
  - vi. 2025 budget proposal being developed with draft inputs provided in Jay's worksheet
  - vii. Look into possible rules seminar
- d. House
- i. All's well. I expect to be on budget for the year. House is still 11% under budget, but expenses continue to roll in as we wrap the season.
- e. Harbor
- i. Expect to be on budget for the year. The only expense outstanding is decommissioning of the field.
  - ii. I plan to meet with Doug Hamilton to review Harbor master responsibilities.
  - iii. There are 26 members on the waitlist. 27 total after tonight's approval of new member request.
  - iv. Pierre expects the field to be decommissioned in the next two weeks.
- f. Docks
- i. Most of all docks have been removed from property
  - ii. Final invoice from Pierre for \$800 for forklift usage
  - iii. Estimate approx \$800 favorable to budget by year end
  - iv. Working on confirming and locking down electrician and other pricing for wire, pedestals, diver fee for installation of blocks, new trailer, forklift for unloading docks at delivery.
7. **Meeting Schedule:**
- a. Next meeting will be at Shelburne Town Offices on December 9, 2024 at 6:30pm.
  - b. Motion to adjourn at 7:45pm. 1st: Ben Durant, 2nd: Gene Cloutier, Motion approved.