

**NCYC Annual General Membership Meeting
Saturday, October 22, 2022 at 1300 hours**

MINUTES OF MEETING

Maher, Debra
Millard, Judy
Leahy, Michael
Udeschini, Andre
Roslyn, Leighton
Curtis, Piper
Mike Dupuis
Gilles Brunet

John Marquette
Puddester, Dan
Millard, Aubrey
Cornelis, Jakob
Andre Udeschini
Alec Taylor
Aubrey Millard

Judy Millard
Michal Leahy
Paul Patterson
Barb Sbrolla
John Sbrolla
Debra Maher
Vicky Wilton

#	Item	Discussion	Action
1.	Welcome and Call to Order		
	i) Leighton Roslyn called the meeting to order at 1303 hours and welcomed all in attendance.		
	ii) Determination of Quorum: Quorum was confirmed (15% of membership required).		
	iii) Vicky Wilton confirmed that 6 proxies were received in a timely manner.		
2.	Agenda		
	i) Review of Agenda		
	ii) Approval of Agenda	Motion: that the agenda be approved as circulated Moved by: Michael Leahy Seconded by: Barb Sbrolla CARRIED	
3.	Review of Minutes of 51th Annual General Membership Meeting (October 16, 2021)		
	i) Approval of Minutes		
	ii) Motion to approve the Minutes	Motion: that the minutes of October 16, 2021 AGM be approved as presented Moved by: Debra Maher Seconded by: Paul Patterson CARRIED	
	iii) Business arising from Minutes	None Judy Miller shared that she has a Sailrite sewing machine that she will be donating to the club for members' use	
4.	Management Committee and Additional Reports Some reports were circulated to members for review prior to the AGM and were not read at the meeting but members were given the opportunity to ask questions. Written copies of the reports are available on Google Drive.		
	Water Report: Mike Dupuis provided a verbal report. There is an issue with the pump losing prime probably due to loose material in the system. #1 pump is not backwashing, this needs to be addressed and improvements to the system made. Annual Inspection needs to be completed. 2 new check valves need to be purchased (supply chain issues). Plan for next year: UV lamp to be replaced, we need a new supplier. Mike will follow up on this. Paul Patterson noted that the flow rate in the yard is low.		
	Dinghy Dock Committee Report and Rail Yard Report: verbal updates were provided by Gilles Brunet.		

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<p>NORTH CAROLINA YACHT CLUB P.O. Box 275 ELLIOTT CITY, MARYLAND 21117-0275</p>	<p>Questions: 1. What are we doing with the dead septic tank? Discussion around possible solutions but agree that it needs to be addressed before it caves in and becomes a hazard. Questions: M@L Buildings: i) Update on the cleaning person after her injury? She is recovering and we hope to have her back next year. ii) Showers are still peeling - yes certain areas are peeling, plan is to do a better job at preparing prior to painting next year (use TSP)</p>		
	<p>Motion to accept the Reports</p>	<p>Motion: to accept reports including: Fleet Captain, Equipment, Yards, Buildings, Water as presented Moved by: Aubrey Millard Seconded By: John Marquette CARRIED</p>	
	<p>i) Treasurer's Report and Financial Statements for year ending September 30, 2021 ii) Motion to Approve Treasurer's Report iii) Motion to Adopt Financial Statements</p> <p>Balance Statements Questions: 1. Is there a limit for not for profits to have in investments? - LR no limit within reason. 2. Do we have a reserve? Yes \$84,187 in Edward Jones investments. So far we have not needed to cap spending to keep this reserve. We do not have a reserve policy, our biggest expense would be to replace the field bed, so it is reasonable to have enough reserve to cover this. Mike Dupuis feels it is critical to have a policy around a reserve fund. We should identify this as a balance sheet line item. 3. Do we have a "ladder" system for investments to stagger renewal dates? Yes we do. 4. Do we have cash on hand to capitalize on current interest rates? No, it is invested in GICs. This will have to be discussed by the MC. We should have a prudent reserve and a policy to reflect this. Discussion around a 1 year GIC that is cashable in 6 months.</p> <p>Income statements:</p>	<p>Motion: that the Treasurer's report be approved Moved by: Paul Patterson Seconded by: Judy Millard CARRIED</p> <p>Motion: that the Financial Statements for the financial year ending September 30, 2021 be adopted Moved by: Michael Leahy Seconded by: Aubrey Millard CARRIED</p>	

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	<p>Questions:</p> <p>1. Mike Dupuis stated that the budget for yards was \$9000 and only \$6460 was spent due to lack of manpower to complete projects.</p> <p>2. Line statement for 50th year celebration funds removed? Unable to plan due to COVID. Can we put these funds towards the 55th Anniversary Celebration?</p> <p>3. What was the spending for the Fleet Captain? It was for tubes for the Dinghy Dock</p>		
5.	<p>Awards and Recognition</p> <p>i) Announcement of the 2022 recipient of the George Oldenburg Memorial Award: Recipients are Paul Patterson and Ian Dunthorne Vicky will arrange to have the plaques made</p>		
6.	<p>Other Business</p>		
	<p>i) Revisions to By-laws, Rules, Codes of Behaviors:</p> <p>Discussions:</p> <p>Schedule A Fees Committee: in the minutes of the AGM last year. This committee was not activated and deferred to the SPM due to priorities., LR stated he would like to work on the language around summer, cruising, associate and full membership language. Some other By-laws need tidying up or tweaking:</p> <ul style="list-style-type: none"> a) Compliance for Ontario Not-for-Profit Corporations Act: LR is working with some other not for profits and will update our policies within the time frame set out by the government. It is not worth the energy right now. b) Code of Behavior: LR offered comments on this issue: When you become a member of the NCYC you agree to comply with the By-Laws. Members should not be breaching By-laws/rules. There seems to be an operating principal to beg for forgiveness instead of asking for permission which is not acceptable. If a member does not agree with a rule you have to comply and follow the proper channels for it to be amended. If it is not amended you can choose to comply or leave. c) We are missing the rationale for the rules which could help with compliance. There was a committee that put a lot of thought into and worked on the By-Laws for 2 years. It is sometimes hard to remember the reason for each individual rule. The document needs to be amended and provide comments on rationale. LR to address this. <p>Discussion:</p> <p>We need closer adherence ie. sponsor needs to review with new members. LR admits that this process needs improvement. We need training (written vs practice) re: Schedule B. Should the MC be following up? Ministry of Labour due diligence, maybe we should have something in writing? It was recommended that the training for new members be printed out and signed off. A policy that is not adhered to is useless. Vice-commodore's role used to be to welcome new members with a letter and</p>		

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<p>NORTH SHORE YACHT CLUB P.O. Box 75 ELLIOTT BEACH P5A 2J7</p>	<p>reminder to sponsors. We have not been doing a good job of transferring this knowledge to the incoming committee members. Reminded that we do have the Google drive with potentially all the information needed. This information should be provided in the new membership package.</p> <p>Discipline: We need a 3 step discipline policy for non-compliance? Currently it is cumbersome and difficult to address discipline issues. The MC has a process, it can ask a member to resign [see By-laws 9.8]. Priority is safety which should be addressed at the time of the infraction By-law 7.7.4 gives the Fleet Captain authority re boating activities which includes movement of vessels in the yard. We should have progressive discipline and we need documentation on the procedure to follow. Question about who teaches the sponsor? LR suggests we need to address this in the future.</p> <p>Schedule A Fees Discussion: It was suggested that we increase fees to address inflation and potentially have funds to fill the gaps to hire contractors for major projects. A small increase was suggested: Boating & Storage Fees from \$0.80 to \$0.85 per foot[an increase of 6.25%] and Membership Fee from \$350 to \$375, [an increase of 7.1%.] What about renting out 1 more season docking slip to make up this difference? Should we increase our daily, weekly and monthly dockage fees? It was suggested that as we have a good bank balance we don't need to increase fees. We need to prioritize work hours and projects better. Discussion around the type and value of work hours. The need for better communication around the tasks that need to be completed. Some jobs are overwhelming for members. There should be an updated list of tasks on the website. LR admitted we have some work to do to improve work hours in general. Idea of comparing our fees to other clubs and marinas to help with the decision making. LR thanked Mike for bringing the issue of an increase fees to the attention of the members but no decision could be made at the AGM as the Notice of Meeting did not include any specific proposal and members have not been given information in advance of the meeting to make an informed decision as to whether to attend to oppose or to give a proxy vote to oppose. The MC would review the suggestion and discussion and make a recommendation at the SPM.</p>		
	<p>iii) Work Party Coordinator Position Discussion: Energy needs to go into this role. We have had 1 volunteer, Raymond Bouchard. He is keen and has some good ideas. The MC agreed to appoint him for 1 year and evaluate the role. Remember that COVID has affected the ability of some members to put in their hours (they have not been at the club). We need to put together an updated list of members and their skills so that tasks can be appropriately directed.</p>		
	<p>iv) Launch Rail Issues Discussion: Ian Dunthorne reviewed schematic pictures of the launch rail issues that he made on AutoCad. LR stated that we are not discussing solutions</p>	<p>Motion: That a Launch Rail Committee be struck to provide a report and recommendations to the MC asap. This committee</p>	

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7	<p>today, this information is presented so the membership understands the issues. The members agreed that this issue is a priority and must be addressed this fall. It is a critical function of the club. A committee was struck to analyze the issue and provide recommendations to the MC asap. Committee members are Ian, Gilles, Dan with Paul and Mike to be a resource.</p>	<p>is authorized to spend ~ \$10,000, at the discretion of the MC, to repair the launch rail.</p>	<p>Moved by: Judy Millard Seconded by: John Marquette CARRIED</p>
	<p>v) Approval of Capital Projects/Major Projects The projects approved were the Launch Rail as indicated above and an Upgraded Transfer Car</p>	<p>The MC will continue to investigate and make recommendations to the membership hopefully at the SPM</p>	
	<p>vi) Nomination Committee Report and Election of Officers Slate of Officers: Treasurer: John Burrows Fleet Captain: Gilles Brunet Secretary: Vicky Wilton Vice- Commodore: Michael Leahy Rear Commodore - Leighton Roslyn M@L Equipment: Dan Puddester M@L Buildings: Piper Curtis</p> <p>Vacant: Commodore, M@L Yards, M@L Water</p> <p>Proposal to amalgamate the M@L for water with M@L for Equipment. This is proposed for efficiency and ease of decision making. Much of the water portfolio is equipment. MC will explore this over the next year. Dan will let the MC know if this proposal is not working.</p> <p>LR reviewed the process for vacancies [By-laws 7.6.10]. A notice will go out to members outlining the vacancies. If there are volunteers, the MC will assess the capabilities of the member and make appointments. It is an MC responsibility.</p> <p>Question about the vice-commodore not filling the role of commodore? This is the expected plan but it is not a By-law, no policy to say he must fill the role. Many personal reasons might arise that frustrate that expectation and we need to be respectful of such contingencies.</p> <p>Discussion around changing the length of terms? This was debated when the By-Laws were established. Maybe we should look at this By-law again? It was recommended that other rear commodores attend MC meetings to use as a sounding board. Reminder that any member can attend meetings.</p>	<p>Motion: that the slate of officers be declared elected.</p>	<p>Moved by: Debra Maher Seconded by: Aubrey Millard CARRIED</p>
7.	<p>Adjournment: Moved by Debra Maher at 1604 hours</p>		

Respectfully,
Vicky Wilton
NCYC Secretary