



MINUTES OF THE BOARD OF DIRECTORS OF THE
MENTOR HARBOR YACHTING CLUB

APRIL 2021

The meeting was called to order April 29th, 2021 at 18:30 hours by Commodore Allyn

Commodore:	Duke Allyn
Vice Commodore:	Mike Pettrey (NP)
Rear Commodore/ Treasurer:	Ken Balogh
Past Commodores:	Chris Burton, Jim Gallagher
Directors:	Gretchen Kubicek, Jon Duer, Marty Weber, Dave Scarnati
General Manager:	Jamie Cordova
Secretary:	Brian Keck

Motion to waive reading and approve prior meeting minutes by Scarnati / 2nd Webber - Motion carried.

General Manager Report - Jamie Cordova

- Continuing effort to hire for seasonal employees. Finding employees for F&B has been challenging. The search for a resource to run banquets has progressed with two final round candidates selected.
- Updated on April MTD financials for food and beverage. With two days left in the month sales are 79% to budget and expected to exceed after the Channel Opening/Change of Watch party. Labor costs are under budget MTD.
- Updated on membership feedback. 95% of comments received are positive. 5% negative comments were based around food and did not follow any trend.
- Reviewed May Menu, Events and Hours. Menu pricing compared to budget to ensure value. The May menu will move away from pub to full menu. Upcoming events include Scuttlebutt Cruising Discussion, Derby Day, Mother's Day Brunch, Fitting Out Party and Group Boat Christening. Fitting out party will be extended into the evening with 'burn your socks' bonfire.
- Updated on issue of member past due balances where significant improvements were made. Treasurer Balogh thanked Jamie for his efforts to personally contact members to resolve the balances.

Treasury Report - Ken Balogh

- Previewed estimated YTD April results and discussed comparability with prior year due to the impact of Covid last year.
 - o YTD revenue continuing to be under prior year.
 - o Administrative labor expense as a percent of income increased sequentially due to timing of payroll, staff moved to full pay, filled positions. At 19.0% this measure is slightly under prior year.
 - o Harbor labor expense as a percent of income at 8.1% is increased sequentially and over prior year.
 - o Food & Beverage labor costs are increasing as we prepare for the season. F&B labor as a percent of revenue at 21.0% is increased sequentially and over prior year. Discussed that associated revenues are expected to fill in as seasonal membership usage increases. F&B is operating at a loss greater than prior year.
 - o Repair & Maintenance costs increased sequentially and over prior year as House completes previously approved spending initiatives ahead of the season.
 - o Overall, the club continues to operate at a loss YTD, but is improved over prior year. The club is poised to have a good year financially, considering cyclical pattern and continuing efforts on controlling costs.

Membership Report - Jon Duer

- Full member equivalents are at 131. Total membership at 188
- Membership Changes
 - o Yachtsmen
 - Goshi Ohnuma
 - Michael Gamber
 - Mark Komar
 - o Social
 - Connie Capuozzo
 - Steve Carter
 - o Summer Fun
 - Tiffany Orlando-Weber
 - Jane Skoch
 - David Logsdon
 - Carla Lombardo Capuozzo
 - Julie Thomas
 - Jonathan Delvecchio
 - Daniel Buckley
 - Brianna Russ
 - Noreen Marlowe
 - Rene Hruska
 - Brian Zak
 - Carl Dondorfer
 - Janis & Richard Thiedemann
 - Richelle Lincoln
 - Robert & Michelle Ward

Motion to approve membership changes by Burton / 2nd by Weber. Motion carried.

- o Michael Kaim (Social to Full)
- o Patrick McCarthy (Social to Yachtsman)

Electronic motion submitted by Duer. Motion carried.

- Discussed the terms of the corporate membership structure. The corporate initiation is \$6,500 which covers one full member and up to five additional social memberships. If corporate social members move to full membership the difference in current initiation structure between social and full becomes due. The benefit of corporate membership is reduced initiation. Regular dues, capital and food minimums apply to each member. The board discussed administration of billing for corporate memberships and that individual member accounts should be consolidated and billed monthly to the member corporation. Membership Chair requested a vote to allow prorated charges (member by member) for corporate memberships.
Motion to allow proration of charges for corporate memberships by Weber / 2nd by Burton. Motion carried.
- Questions on variable compensation for Membership Director raised. Membership Chair recommended no commission for membership changes as goal is to drive new membership. Corporate membership commission rate debated.
Motion to set Corporate Membership commission to \$1,500 by Weber / 2nd by Burton. Motion carried.
- Discussed potential to raise capital fund contribution for Yachtsmen membership. This topic was tabled for further consideration.
- Request received from Mentor Lagoons boat owner to join as Summer Fun or Social member. The requirement is Social membership.

House Report - Marty Weber

- House committee met in person on April 14th, 2021 with eight members present.
- Reported on completed work: ladies room refresh, men's restroom, repaired flagpole reinstalled, tree trimming, E. Beach door replaced, sewer jetting, refrigerator move to tennis pavilion, lower parking lot striping, spinnaker room soffit, HVAC maintenance.

- Reported on work in progress: pool deck umbrellas ordered, wine locker ordered, main gate repair, E. Beach tree removal, tennis court light, fence and layout, wine ordering menu, E. Beach cleanup and facility startup, playground repairs, selection of waste and cleaning vendors, recruiting event manager.
- Updated on list of spring/summer initiatives: stair lighting, men's room repair, tennis pavilion lights and stain, HVAC weather wrap, HVAC fan unit in pool equip. room, HVAC restroom exhaust, HVAC removal of old RTU, Safe Serve training, water line rerouting.
- Updated on quotes for roof repairs. Three quotes for various scope of work. First covers replacement of approximately 60 broken or missing clay tiles on the club house. Second covers flat roof repair, window flashing and debris removal. Third (not considered at this time) repairs to gutter, downspout and additional flashing. Discussed priorities and options reaching consensus to take a phased approach to repairs.
Motion to approve \$8,500 expenditure to replace broken, or missing, roof tiles by Scarnati / 2nd by Duer. Motion carried.
- Marty thanked Jamie for his hard work and progress on House initiatives. The Board applauded Jamie's efforts.

Harbor Report – Dave Scarnati

- Harbor Committee met on April 8th, 2021 with six members and two staff present.
- Updated on effort to stabilize walls and docks at A & F. Recommended fix for A dock wall is to install 15 feet of stone. Quote requested from Huffman. Continuing to consider dock finger removal to stabilize F dock. Grand River contacted for quote.
- Water and data lines need pulled between A and F docks.
- Dredging completed under budget.
- Channel baffle repair on hold pending new channel design.
- Final payment for channel study released.
- Continued evaluation of solutions for new navigation lights. Solar lights are now standard and most blink to extend battery life. Our channel is registered with USCG as having solid light pattern. Options being considered are to request change with USCG or look for power solution to allow solid light.
- Updated on dock availability and dock map in office being kept up to date with official committee version.
- Preparing for high water with planned placement of aqua dam in June.
- Update on fuel dock season preparations. Fuel certification signatures received. Confirmed staffing on track with Jamie. Fuel pricing to be held at current margins. Discussion on rub rails with outcome to install 5 currently on hand before ordering more. Harbor SOP book circulated to the committee for review.
- Rear Commodore Balogh updated on meeting with land conservancy. Their goal is to obtain more land for natural beach. MHYC communicated desire to keep West Beach private. Made conservancy aware of the channel project.
- PC Gallagher mentioned that MHYSA has purchased a Whaler with a lift. They would like to pay for installation of the lift and allow MHYC to use as an emergency boat. The idea was positively received.

IT Committee Report - Gretchen Kubicek

- New server to be installed on May 11th.

Entertainment – Jamie Cordova

- Updated that music bookings were complete aside from Commodore's Ball. Looking to raise funds for additional music during the season

Junior Activities – Commodore Allyn

- Sail Camp preparations underway. Were able to get MHYC members into camp. Hiring is completed.
- Discussion on importance of engaging membership with experience on the water and suggested focus on quality of camp boats and ease of member access.

Rear Commodore's Report - Ken Balogh

- No report

Vice Commodore's Report – Mike Pettrey

- No report

Commodore's Report - Duke Allyn

- No report

Motion to adjourn by Burton / 2nd Duer - Motion carried

Meeting Adjourned 20:30.

Respectfully Submitted,
Brian Keck
Secretary