



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

MAY 2022

The meeting was called to order May 12, 2022 at 18:35 hours by Commodore Pettrey.

Commodore: Mike Pettrey
Vice Commodore / Treasurer: Ken Balogh
Rear Commodore: Jon Duer
Past Commodores: Chuck Stephenson, Duke Allyn
Directors: Dave Scarnati, Tom Holleran, Brian Keck
General Manager: Stephen Goczo
Secretary: Jim Pruce

General Manager's Report – Stephen Goczo

- Introduction:
 - o Reviewed background/experience
- New Harbormaster
 - o Ron May
- Staffing & Open Positions
 - o Service – 4 part-time servers, 1 full-time bartender
 - o Kitchen – 3 part-time cooks, 1 part-time dishwasher
 - o Harbor and Gas Dock – 1 part-time gas dock attendant
 - o Pool – 1 full-time guard, 1 part-time guard
 - o Receptionist – hope to add a more personal feel for those entering the club
 - o Lead Accountant – In lieu of Controller, more appropriate at our revenue level
 - o Food & Beverage Director – Jordan/Steve currently filling the role temporarily, actively looking to fill the position
- Salaries, Wages & Recruiting
 - o To stay competitive, need to increase hourly wages for many positions
 - o Discussed merits of higher hourly wages vs. service charge
 - o Recruiting Lead Accountant (instead of Controller) – should help offset cost increases in other areas
 - o Working with Auburn Career Center and Loretta Paganini School for Cooks
- Facilities Ready for Season
 - o Quonset clean-up complete
 - o Pool deck canopy will go up this week if weather/wind allows
 - o Pool, patio, bar decks are all being cleaned and furniture put out
 - o Ferry boat is repaired, waxed, and ready for season – Discussed making sure ferry is available 24 hours per day. Steve indicated that 24-hour ferry service is planned.
 - o Gas dock is clean and ready to be stocked – Discussed the importance of staying on top of trash removal.
 - o Averaging 4 boat launches per day

Treasurer's Report – Ken Balogh

- Accounts Receivable: Reviewed aged receivables.
- Financial Statements: Reviewed balance sheet and income statement.
- Commercial Loans at Erie Bank: Rate on both loans recently increased 0.50% effective 5/5/2022 due to corresponding increase in the rate index (Prime + 1.50%).

Membership Report - Dave Scarnati

- Member count report
 - o 9 new members in the past 30-60 days
 - o Request for comparative data as staffing allows
- Membership updates
 - o Membership Changes
 - David Logsdon (Summer Fun to Social Membership)
 - Tim and Heather Gallagher (Yachtsman Membership)
 - Mahdi Alzuri (Social Membership)
 - Lena Valencic (Resignation)

Note: Discussed including information about prospective members, including letters of recommendation, in the board packet moving forward.

Motion to approve membership changes by Pettrey/2nd Duer – Motion carried

House Report – Stephen Goczko

- Kitchen repairs/dishwasher: Signed contract to move forward
- Cleaning Company: City Wide Facilities. Added pool/restrooms for summer months only.
- Window cleaning: In the process of getting quote(s).
- Tree removal: Large tree on East Beach. West lot dead trees (3). Gate limbs to 14'. Will requote as there was some uncertainty about scope of work required at this point.
- Roof repairs: Waiting for another quote.
- Main Gate: Discussed whether to repair or replace and agreed to attempt to repair. Open to obtain quote(s).
- Pool Maintenance: Elected to remain with current vendor (Swimsations, LLC) - came in much lower than other quotes.
- Glasses/Plates/Flatware: Discussed urgent need for these items. Stephen to put all items on one purchase requisition and submit for approval.
- Pool furniture – PC Allyn noted the need for new furniture and umbrellas and asked that the committee consider making this an immediate priority.
- Flooring: Discussed need for new flooring in 3rd floor offices. Rather than re-floor entire floor, agreed to carpet Steve's office.

Motion to approve by Duer/2nd Keck – Motion carried

- Incident Report: New form to be completed for all incidents occurring on club property. Tom encouraged safety review related to any incidents.

Harbor Report – No formal report was given in Gretchen Kubicek's absence. PC Stephenson gave a brief update.

- Time sensitive repairs:
 - o EW Docks: Immediate repairs needed. One has already failed.
 - o C Dock Pavement Repair: Pavement has collapsed. Water is pooling.

Motion to approve the above repairs by PC Allyn/2nd PC Stephenson – Motion carried

- Dock Assignments: There is some confusion surrounding the dock assignment and dock seniority process. Open to determine if the process has been formally documented and if not to codify the process moving forward.

Junior Activities Report

- Discussed the possibility of a Kids' Club/babysitting for club events.
 - o A survey was distributed to gauge membership interest.

Rear Commodore's Report – Jon Duer

- None

Vice Commodore's Report – Ken Balogh

- None

Commodore's Report - Mike Pettrey

- Event Calendar: There has been membership feedback recently requesting better communication surrounding upcoming club events.
- Other: Tom expressed a need for standing operating procedures. Steve indicated he is already working to implement.

Meeting adjourned 21:43.

Respectfully Submitted,
Jim Pruce
Secretary