



MINUTES OF THE BOARD OF DIRECTORS OF THE  
MENTOR HARBOR YACHTING CLUB  
OCTOBER 2021

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The meeting was called to order October 14th, 2021 at 18:32 hours by Commodore Allyn

Commodore: Duke Allyn  
Vice Commodore: Mike Pettrey  
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 Burton / 2<sup>nd</sup> Pettrey - Motion carried***

MHYC Governance – PC Chris Burton

- PC Burton recommended the Board amend MHYC House Rules to allow Flag Officers to extend guest privileges to attend holiday and special event activities. Update to house rules posted on bulletin board on October 5<sup>th</sup>.

***Electronic Motion to add house rule 26 stating “MHYC flag may extend privileges to member’s family and guests to attend holiday and special event activities regardless of previous limited club attendance restrictions as specified by our By-Laws and House Rules” by Burton/ 2<sup>nd</sup> Duer - Motion carried***

- Nominations of directors presented to the Board

***Motion to approve nominations of directors by Burton / 2<sup>nd</sup> Duer - Motion carried***

- Draft of revisions to Code of Regulations, By-Laws and House Rules were distributed for Board review. Focus of conversation during this meeting was to review and approve proposed updates to Code of Regulations which require membership approval. Updates to By-Laws and House Rules intended to be discussed during a dedicated meeting of the Board.
- Draft of Proxy for annual meeting vote distributed and discussed. The proxy contained director nominations, proposed changes to the code of regulations, and approvals outlining subsequent votes based on changes to the code of regulations. Inclusion of the approvals section was discussed

***Motion to approve the draft of the proxy excluding the approvals section by Pettrey / 2<sup>nd</sup> Kubicek - Motion carried***

General Manager Report - Jamie Cordova

- Updated on the status of club staffing. Food and beverage appropriately staffed aside from open bartender position. The Membership Director position is now vacant. Combining the role of Membership Director and Event Coordinator is being explored.
- Food and Beverage YTD labor is 43.5% of sales which is favorable to budgeted labor at 46.8% of sales. October MTD numbers are tracking in line with budget. Harbor fuel sales for October are lower than anticipated.
- Member feedback continues to be critical of buffets and inclusion of guests at Queen of Hearts.
- September events include clam bake, pumpkin carving, trunk or treat, adult Halloween party, cruise fleet banquet. Two large private events have been postponed due to Covid.

- GM provided update on aged receivables. Past due balances have improved by \$15K to \$28K. Response to certified letters sent in the September meeting was split. Two members paid after the letter was sent. Two did not respond. One of those was already terminated while one remains a member. One more attempt to contact the member will be taken prior to termination vote by email.
- Food and beverage budget process under way and will be presented to flag within a week.

#### Treasury Report – Ken Balogh

- Reviewed options for insurance renewal on October 15<sup>th</sup>. Compared quotes and coverage from current agent and new agencies. Will switch providers for savings of \$15K.

#### Membership Report - Jon Duer

- Reviewed membership statistics. Full member equivalents for the month are at 169. Total membership at 245.
- Membership Changes
  - o Social
    - Adam Brown
  - o Junior
    - Matt Pipoly
    - Josh Pipoly
  - o Membership Changes
    - Peggy Salovon (Summer Fun to Social)
    - Julie Thomas (Summer Fun to Social)
    - Carlos Molinari (Summer Fun to Social)
    - Richelle Lincoln (Summer Fun to Social)
    - Jane Skoch (Summer Fun to Social)
    - Renee Hruska (Summer Fun to Social)
    - Bob Fisher (Resignation)
    - Joe Denbow (Resignation)

***Motion to approve membership changes by Balogh / 2nd by Pettrey. Motion carried.***

- Conversion of Summer Fun members to continuing members has been a success exceeding the 1/3<sup>rd</sup> target.
- Reviewed proposed updates to dues schedule.
- Reported to Board that Membership Committee recommended against creation of new senior nonresident membership class.
- Text line up and running to improve communication with membership.
- Recommended limiting communication method for membership to place reservations. Only dedicated email address or phone call (club main line) should be used, and instructions should be sent to members. Suggested that staff redirect members if other methods of communicating reservations are attempted.

#### House Report - Marty Weber

- House committee met on October 5th, 2021
- Updated on Health/Safety topics. Health Department inspected and no issues however plaster above kitchen hood needs repair. No Liquor Department inspection this month. Reviewing all new first aid kits. AEDs in place and batteries scheduled for service.
- Katie to send out email and social media blasts to include marketing on business meetings and holiday parties. Upcoming events include Spirit of America and Ice Bubbles. International Blue Gavel and Hanna's Home events have been rescheduled for spring. Mentor Rotary continues to meet at the club.
- Reported on completed work: abandoned HVAC unit on roof removed, induction blower for heat installed, urinal partition ordered, dead tree removed (D&E dock), hillside brush removed (D&E dock), storm line repaired,

swimming pool repair quote being reviewed, new glassware and cutlery ordered, new wine cabinets installed, plaster repair quoted, pool covered, liability insurance quoted from new agency and worked with Ken on review.

- Reported on work in progress: duct work wrap on roof, lower-level humidity in HVAC, flagpole sleeve, flagpole capstan and cleats, lounge subfloor repair, review addition of espresso machine and menu offerings, exploring options for parking lot maintenance and striping, investigating repair for parking lot lights
- Presented quotes from four vendors for plaster repairs to kitchen hood, dining room and rear stairs leading to offices. GAW Restorations provided the best quote and is recommended by the House Committee.

***Motion to approve plaster repairs as quoted by GAW Restorations for \$11,325 by Burton/2<sup>nd</sup> by Allyn - Motion Carried***

Harbor Report – Dave Scarnati

- Harbor Committee met September 23<sup>rd</sup> and minutes provided to the Board.
- Discussed need for revetment stone on west beach to protect channel wall from further erosion. Found source of stone at \$55 per ton delivered but not installed. Harbor recommending 80 tons be purchased. Installation options not yet determined but could be done by members with rented equipment. Board recommended Harbor continue research on installation options and cost sharing with Mentor.

Channel Study Report – PC Gallagher

- PC Chuck Stephenson send for Board review initial channel study report from U.S. Army Corps of Engineers
- PC Jim Gallagher created a summary of costs to share with the Board. The total project is expected to cost approx. \$15M. Potential for Federal Government to pay between 45-50%. The remaining would be shared with local sponsors MHYC, City of Mentor and Lake County Port Authority.
- PC Gallagher would like to share the report with Western Reserve Conservancy which have previously suggested they might support the channel project as part of plan for conservation efforts along the shore. Board suggested continued dialog with conservancy and again discussed importance of keeping our section of beach private.

IT Committee Report - Gretchen Kubicek

- Payment of final invoice to former IT vendor not yet completed. We do have information transitioned to new IT vendor. Board suggested payment be made via check with note that balance paid in full.

Entertainment – Jamie Cordova

- Report provided updating on yoga, remote control sailing, indoor pickleball and events.

Junior Activities – Commodore Allyn

- Stressed need for recommendation of camp membership class by Membership Committee as early registration for camp underway.

Rear Commodore's Report - Ken Balogh

- No report

Vice Commodore's Report – Mike Pettrey

- No report

Commodore's Report - Duke Allyn

- Commodore Allyn thanked PC Chris Burton for his years of service on the Board of Directors and as Commodore. The Board applauded Chris. PC Burton spoke to say that he enjoyed his time serving on the Board and that he feels MHYC and the Board are poised for success.

***Motion to adjourn by Duer / 2<sup>nd</sup> Gallagher - Motion carried***

Meeting Adjourned 20:51.

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Respectfully Submitted,  
Brian Keck  
Secretary