



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

OCTOBER 2022

The meeting was called to order October 13, 2022 at 18:11 hours by Commodore Pettrey.

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

Motion to waive reading and approve prior meeting minutes by Allyn/ 2nd Stephenson - Motion carried

General Manager's Report – Mike Pettrey

- Tasks from last meeting
 - o Obtained pool book from Mr. Langlois. Cecelia to consider adding to/supplementing her handbook.
 - Cecelia's handbook has been approved by legal. Tom Holleran and Steve to review with Cecilia.
 - o Suggestion box and comment cards have been added at front desk.
 - o Dishwasher/floor install has been pushed to January to minimize impact on club operations.
 - o Obtained Jonas pricing
 - Enhancements still under review. Brian to work with Scott Savage and make a formal recommendation to the board.
 - o New harbor and yard fees, channel rules, and second dock fees were communicated to membership
 - Note: There was a misprint related to access to boats during the winter months when the office is closed. Limited access relates only to non-members.
 - o Available boat slip was advertised to membership and subsequently taken.
 - o Catawba Island Club was contacted regarding composite roofing recommendation (local composite quote obtained).
- Staffing
 - o Sous Chef – Stopped coming to work on 9/25. Cody is moving to the kitchen.
 - o Deb Fontana is doing a great job assisting Ken Sullivan
- Miscellaneous
 - o Commodore's Ball was a success. Halloween parties coming up.
 - o Queen of Heart Thursdays continue to be very successful.
 - o New silverware has arrived.
 - o New uniforms scheduled to arrive next week.
 - o Pipoly wedding is next Saturday (bringing in extra help)
 - o Working on 2023 budget.
 - o Planning to celebrate the club's 95th anniversary.

Treasurer's Report – Ken Balogh

- Financial Statements: Dinner revenue is down. Banquet revenue is up. Gas dock margins are down. Continue to be plagued by elevated expense levels due to persistent inflation.
 - o Discussed using salaried staff to cover weekends to control costs
 - o Discussed importance of reviewing sales vs. labor costs by day
 - o Discussed importance of operating budget – open to schedule separate budget review meeting
 - o Payroll is running approximately 120% of membership dues (100% is a good target as a rule of thumb)

- Miscellaneous income – Includes monthly minimum charges, finance charges, venue fees.
- Accounts Receivable: Reviewed Aged Receivables report.

Membership Report - Dave Scarnati

- Member count report
 - 232 members
 - Full-member equivalent = 162 members
 - Membership updates
 - Membership Changes
 - Al Langlois (Full to Social Membership)
 - Emily Gibbons (Summer Fun to Social Membership)
 - Ann Royer (Summer Fun to Social Membership)
- Motion to approve membership changes by Duer/2nd Keck – Motion carried***
- Resignation letters are required and must be paid in full to accept resignation
 - Updates
 - Harborside chat on Thursday 10/27
 - Boat show January 12-15th
 - Possible Open House dates include 1/21 or 1/28
 - New membership mentor program
 - New members will be paired with members of the Membership Committee to improve onboarding process

House Report

- Pool cover: Cover is not sufficiently secured. Open to fix and secure properly.
- Roof: Options include repair, ½ roof (phased-in approach), full roof, full composite roof. Various quotes have been obtained. Repairs are needed to bind insurance. Ken to meet with insurers to see what it will take get a commitment. Cost savings with Hanover could be as much as \$20,000 over Chubb.
- Basement – Foul smell and black discharge coming out from underneath the building. Possible sump pump issue. Open to inspect internally first. If necessary, will look to hire plumber and use sewer camera to inspect the pipes for a possible break.

Harbor Report – Chuck Stephenson

- Harbor projects
 - A Dock Repairs - Repairs have been completed and are holding up well.
 - Maintenance budgeted at approximately \$5,000/year
 - East Channel Sheet Piling Wall (F Dock) – Wall is failing and other docks on East Beach are at risk. Contract with KS Associates Engineering and Surveying, Inc. has been signed and KS will begin project.
 - Channel Repair – Channel repair is substantially complete. Cost is approximately \$20,000 so far. Remaining cost project to be less than \$5,000. Wanted to drive 20 ft. of linear sheet piling into the ground, but hit obstruction. Repair represents a temporary fix. West side remains vulnerable.
 - Channel Update – Working with community partners on an alternative plan. Design work projected to cost approximately \$250k. Hoping to obtain government funding/assistance.
- Other
 - Chuck drafting annual letter to City of Mentor projecting annual maintenance cost.
 - Channel lights – Contracted to remove for the winter to protect and store.

Flash Report

- The suggestion was made to add on staffing as well as maintenance and repair updates.

Junior Activities Report

- None

Rear Commodore's Report – Jon Duer

- Expressed importance of maintaining membership focus/momentum.

Vice Commodore's Report – Ken Balogh

- None

Commodore's Report - Mike Pettrey

- None

Meeting adjourned 20:23.

Respectfully Submitted,
Jim Pruce
Secretary