



MINUTES OF THE BOARD OF DIRECTORS OF THE  
MENTOR HARBOR YACHTING CLUB  
JUNE 2020 MINUTES

Meeting called to order 18:37

Commodore: Burton

Vice Commodore / Treasurer: Allyn

Rear Commodore: Pettrey

Past Commodore: Price, McLaughlin

Directors: Kubicek, Duer, Balogh, Weber

Secretary: Scarnati

General Manager: Cordova

Motion to waive reading of last month's minutes by M Weber / 2<sup>nd</sup> K Balogh

A special presentation was given by PC Stevenson on the US Army Corp of Engineers Channel Study with regard to projected project costs and an attempt to reduce geotechnical investigation costs by using local firms opposed to USACE estimates (see attachment circulated during the meeting). As a result, the following Resolution was presented to the Board for a vote:

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*"Be it resolved that the Mentor Harbor Yachting Club Board of Directors hereby authorizes the Management of Mentor Harbor Yachting Club to enter into agreements with SME-USA (the Geotechnical Investigation Contractor) and Huffman Equipment Rental and Equipment Inc. (the Barge and Tug Boat Provider Contractor) in the respective amounts of \$25,120.00 and \$30,000 for the purpose of providing the Geotechnical Investigation of Mentor Channel as required by the USACE as part of the USACE Mentor Harbor Channel Study. This authorization is contingent on the City of Mentor agreeing to contribute \$18,373.33 to the Mentor Harbor Yachting Club and the Lake County Port Authority agreeing to contribute \$18,373.33 to the Mentor Harbor Yachting Club as their share of the costs of the Geotechnical Investigation. The total cost of the Geotechnical Investigation is expected to be \$55,120.00, thus the Mentor Harbor Yachting Club's share of the cost will be \$18,373.33.*

*Further, be it resolved that the Mentor Harbor Yachting Club Board of Directors authorizes the Management of Mentor Harbor Yachting Club to make a payment directly to the USACE in the amount of \$16,666.66 so as to fully meet the Mentor Harbor Yachting Club obligation to the USACE for 2020. Such payment should be made during the month of June 2020."*

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After discussion, a motion to approve the *Resolution* above was made by C Burton / 2<sup>nd</sup> D Price. Motion carried.

## General Manager Report: Cordova

1. July 4<sup>th</sup> Weekend
  - a. Management anticipates 227 dinner reservations which will be capped at 300 overall.
  - b. A total of 550 wrist bands will be sold to members & family only.
  - c. Outside guests will not be allowed in the gate for the fireworks. Additional security will be provided with a separate security team planned for East Beach
  
2. East Beach / Transient Dockage
  - a. A generator is proposed for a July 3<sup>rd</sup> firework to power a limited number of docks and the facilities.
  - b. Generator will be rented on a monthly basis and will also power G Dock to allow transient dockage income to offset the cost of the generator.
  - c. Talks continue to provide a permanent fix to the power cable across the channel which was been hampered by high water.
  - d. Discussions were held to explore an overland power extension from the Lagoons. This option is expected to be higher than the underwater cable fix.
  
3. Promotions / Future Club Sponsored Events
  - a. Tuesday - Tacos & Tequila
  - b. Wednesday – ½ price wine by the glass & Queen of Hearts
  - c. Thursday – Live Entertainment
  - d. Summer Celebration with Summer Island Blues Band
  
4. Accounting System Upgrade
  - a. Board proposed looking into a new accounting system
  - b. Due diligence is to be performed by Kubicek, Balogh & Allyn

## Treasure's Report: Allyn

1. Operating sales for the month of May were significantly low due to COVID. Club was only open about 10 days. Sales were \$36k opposed to a \$88k monthly budget forecast. May produced a (\$7,550) loss before depreciation when typically May is the start of profitability for the Club. YTD loss before e depreciation is (\$68k) compared to a budgeted loss of (\$55k).
2. Expenses were also effected by COVID. Payroll spikes with preparations, materials and training for re-opening. \$11k was spent on PPE supplies alone.
3. June is an expected return to normal sales figures though banquet losses are material. Transient dockage sales are also non-existent to date. Banquet sales need new focus to increase revenue. June is anticipated to break even.
4. The Club's balance sheet position is good with \$240k in the bank which includes PPP & insurance proceeds. Due to COVID we have been allowed to pay interest only on long term debt until November. This is anticipated to help improve our cash position throughout the summer.
5. The Board observed PPP expenses were blended in general office expense . It was recommended they be split out accordingly.

## Membership Report: Duer

1. FFM at 129
2. Membership Changes – Motion to approve by M Pettrey / 2<sup>nd</sup> D Allyn. Motion carried
  - a. James Hawkins – Resignation
  - b. Jason Effner – Full to Social
  - c. Jonathan Hatch – Yachtsman
  - d. Alan & Amy Bambic - Social
3. Electronic Membership votes since June BOD Meeting
  - a. Jim and Kate Brown – Full Members
  - b. Joe & Amy Marsh – Yachtsman
4. Freedom Boat Club (“FBC”)
  - a. FBC boats to be moved from B Dock to D Dock
  - b. Board generally agrees with program and will reevaluated at the end of the season prior to renewal.

## House Report: Weber

1. Special Thanks are given to the following:
  - a. PC Mike Logsdon for his help with the front planter
  - b. Jon Duer for organizing West Beach clean up
  - c. Jason Lallo & family for use of their trucks, equipment and labor to clean West Beach
2. Items Completed:
  - a. John Winters hired F&B Manager
  - b. Touch Screens at 2 POS stations replaced
  - c. East Beach fence repaired
  - d. Dumpsters by pool removed
  - e. Grappler for yard purchased at auction
  - f. West Beach & Quonset Hut clean up and organization of equipment and spare dock parts
  - g. Port-a-Potty delivered to West Beach
  - h. Wood stairs & walkways over Aqua Dam installed
  - i. Sail Team shed relocated to behind Quonset Hut
  - j. Set up fire pits & chairs on West Beach
3. July's Focus:
  - a. Continue focus on Member Satisfaction Log
  - b. Continue with Covid standards & cleaning
  - c. Start a specialty drink menu
  - d. Install new bar dishwasher
  - e. Purchase busser cabinet @ patio
  - f. Install lighting wall pack for west parking field
  - g. Install stair light at west parking
  - h. Install new kitchen fan motor
  - i. Evaluate & quote:
    - i. Window repair in bar
    - ii. Lower doors / transom / sidelight replacement
    - iii. Parking lot restriping
  - j. Perform roof survey
  - k. Create Governance document as requested from Commodore Burton.

Harbor Report: Balogh

1. Range lights have been removed from the official NOAA list
2. New Harbor entrance lights ordered
3. New Harbor entrance signage to be designed & purchased
4. Some dock contracts still remain open. Mike J to check status prior to launching a boat.
5. Retriever motor replaced and will soon be ready to launch.
6. Harbor truck is in bad condition. Cordova to look into financing options as interest rates are low.

IT Committee Report: Kubicek

1. A new camera based system being explored for front gate. Camera will read stickers placed on cars.
2. Wifi install complete

Junior Activities – K Allyn (reference report distributed at the May BOD Meeting)

Entertainment – L Burton – No report

Rear Commodore's Report: Pettrey – No report

Vice Commodore's Report: Allyn – No report

Commodore's Report: Burton

1. A Governance Documents is in the works to help align Policies & Procedures making rules and other club related decisions transparent to the Membership
2. Membership continues to be our focus

Motion to Adjourn by J Duer / 2<sup>nd</sup> D Allyn. Motion carried

Meeting Adjourned 20:15