



CEDAR ISLAND YACHT CLUB

MONDAY, SEPTEMBER 11, 2023

7:00 P.M.

MINUTES

*EXECUTIVE MEMBERS MUST DECLARE A CONFLICT OF INTEREST
BASED ON THE AGENDA OR ANYTHING OCCURRING DURING THE MEETING*

Although items were not discussed in sequential order, the minutes reflect a potential agenda order of business.

Attendees: Lloyd Ayotte, Paul Cairoli, Walter Cooper, Beth Graham, Mike Lippmann, Kristyn Pearce,
Absent: Frank Foote
Guests: Jordan & Trish Durocher, Carolyn Hardy, Gary & Nancy Hillier, Chris Perdue & Stephanie Swatkow,
Ken & Cris Robertson, Carol Scebbba,

1. Introduction of New Members to the Executive

New members were introduced and questions answered.

2. Approval of Agenda

MOTION: That the agenda for September 11, 2023 be approved.

P. Cairoli/K. Pearce
CARRIED

3. Approval of the Minutes of the Executive Meeting for June 8, 2023 and August 21, 2023

MOTION: That we accept the Minutes of June 8, 2023

P. Cairoli/M. Lippmann
CARRIED

MOTION: That we accept the Minutes of August 21, 2023

P. Cairoli/M. Lippmann
CARRIED

4. Reports

a) Commodore

i) Nomination Committee

Lloyd outlined the structure of the new organization for 2024 that he and Warren Ritchie proposed. Walter had concerns and revamp the outline including modifications from the Executive.*

Beth suggested that we add Paddle Pass under Sailing Activities and move Adult and Youth Sailing to report to the Treasurer because of the amount of money involved.

Paul doesn't disagree with the structure but we do not know the job descriptions that apply to these positions. Paul had some job descriptions that might fit for the Treasurer, Bookkeeper, etc. for Lloyd to look over. It is up to the next Executive to align responsibilities to job descriptions.

Lloyd said that Judi Lacey was approached to be the Bookkeeper but did not want to report to the Board in any way. Kristyn's opinion on that is that we need to have an outside company do that bookkeeping that has no stake in the Club's finances. We also need the continuity. Judi would make a great cashier or any of the other positions. We need a bookkeeper that is associated with an accounting firm so if that person quits or dies there is someone else to take over the job. An estimate would be \$6,000/year.

Paul suggested that Lloyd approach Kristyn to see if she would give him six months of support in the Treasurer's position until the positions under her responsibility can be defined. That would give time to find someone in the Club that understands budgeting, business and the position of a Treasurer.

Walter suggested that we take a look at the structure and make sure we are ONCA compliant.

Lloyd asked Walter if the Bylaws were done. Walt explained that was done together with himself, Paul and Beth. He and Rachel are meeting to work out some things that she did not like. She had contacted different lawyers outside of Ontario Sailing but we are under Ontario Sailing and we have been working within their guidelines. Rachel and he have one issue outstanding. They will talk with Lisa Roddie, Member Services Manager at Ontario Sailing to have the issue defined.

Mike said that we have to be very careful when reorganizing the Executive with 12 or more subcommittees. There are a lot more seats there now than there were with the standard Executive. We need workers on the ground. We need to be very careful how we split this up and not get too many people as heads of committees. Lloyd would like to get some of our Social Members involved in some of the subcommittee positions.

Walter has volunteered to meet with Lloyd in the next week to confirm that the structure is in agreement with ONCA.

- ii) Beth asked if Directors have work to be done to have it posted in CIYC News. If we expect our Members to fulfill their required work hours we need to have them available.

- iii) Work Hours

Directors are asked to sign off on work done to the Work Hours binder.

Emails were received from Carol Scebba, Carolyn Hardy, Jonathan Lissoos and Doug Hennessy asking for exemption from work hours. All requests were reviewed.

MOTION: That Carol Scebba and Doug Hennessy be exempt from work hours.

W. Cooper/B.Graham

CARRIED

Walter will ask Carolyn Hardy and Louis Resendes to get involved in painting Little Toot. Beth thought that Marthie Resendes was involved with the Commodores' Ball. Walt will check with her. Chris McCurdy is cleaning washrooms for work hours.

Beth will inform Rachel who is exempt from work hours.

- iv) Review of Probationary Members

Probationary members were reviewed based on attending an Executive meeting when requested, attending orientation, completing work hours, involvement in Club functions, attendance at meetings, compliance with Bylaws, Policies, Procedures, Code of Conduct and paying bills. Most members were compliant in most areas. Tenille Reimer was negligent in all areas. Only those that joined in 2022 were reviewed. The others will be reviewed by next year's Executive.

Paul asked what the criteria is for removing a Member? We should have guidelines so everyone is treated equally. The Policy we have in place is a bit wishy-washy.

Tenille's situation was discussed. She was sent a bill, for dockage and failure to step her mast, on August 21st, the date of our last Executive Meeting. She was to pay her bill by September 1st and payment was not received. Following the Procedures in place, a registered letter is to be sent 60 days after the bill was sent. Since she must pay her bill in full seven days before haul out, that will come before the 60 days. It is recommended that next year's Executive review her membership.

Rachel will be asked who is updating work hours while she is away. Members need to be billed for unworked hours and be notified that they need to pay in full before their boat can be hauled out.

- b) Treasurer

- i) Report - no report
- ii) Profit & Loss - no report

- c) Secretary

- i) **MOTION:** That we accept Mike & Christina Marcon, Lauren & Alex Lori, Matt & Melissa Lamb, Emmanuelle Richez & Alexandr Lanoszka and Celine Lucky as free Social Members until October 31, 2024.

W. Cooper/M. Lippmann

CARRIED

- ii) Change of Membership

MOTION: That we accept Doug & Joanne Plumb's request to change from Full to Associate effective October 31.

W. Cooper/M. Lippmann

CARRIED

MOTION: That we accept the resignation of Jonathan Lissoos', Social Member, effective October 31
M. Lippmann/P. Cairolì

CARRIED

Melissa Somerville was accepted as a Social Member at our meeting on June 8th. She had asked to delay that until the beginning of our fiscal year.

MOTION: That we change Melissa Somerville's Seniority Date to November 1, 2023.

W. Cooper/P. Cairolì

CARRIED

Because of this change she will not have work hours for the fiscal year.

iii) Contact Social Members whose free membership is up October 31/23

Lloyd still needs to contact Derek & Christina Lawrence, Gary & Alana Beemer and Nancy Cristofoli to see if they want to remain as Social Members after October 31, 2023.

iv) We have not been assigning new members mentors. This will be dealt with at our next meeting.

v) Use of the Club Facilities

Judi Lacey requested that Mary Coppola-Kir, who teaches yoga classes in the basement of her home be able to use the Club on Tuesdays 4:30 - 5:30 and Thursdays 6 - 7 pm. Her basement was flooded during the storm. Because it is a commercial venture and she is not a member of the Yacht Club, it doesn't have a place at the Club. Judi suggested to Lloyd that she would book it under her name. We felt that that was not right. This would set a precedent.

MOTION: That we allow Mary Coppola-Kir permission to use the Clubhouse for her yoga classes.

P. Cairolì/W. Cooper

DEFEATED

Marcy Fogal will be using the Club on Wednesday, October 4th for a Book Launch Meet and Greet from 5 - 7:30 pm.

d) Adult Sail Director

More details are needed before graduates of Basic Cruising use the training boat i.e. who is responsible for cleaning it, what happens if it is not, who is collecting the money, do we need to have them sign a waiver, etc. Kristyn will notify the insurance company that the boat is being used for this purpose. Frank will be asked for a procedure to be included in our Policies and Procedures.

e) Dock/Race Director

i) Report*

ii) DMC quote for electrical at docks

Andrew from DMC will get the quote to Mike in the next week or two.

iii) Mike has the weather tight box for housing the drill, etc. at the gin crane. It hasn't been installed yet.

f) Dredging Director

i) As a result of the storm, there are only two post left standing at Little Toot's dock and they are damaged. They will be replaced by two 6 x 6 posts.

ii) Painting Little Toot

Walt has potentially two Members available for painting - Carolyn Hardy and Louis Resendes.

iii) Decal for Little Toot*

There are already two magnetic decals inside Little Toot that will be installed after she is painted.

g) Property

i) Weeds

Lloyd has talked to the County of Essex to cut the weeds on the other side of the fence. The person he talked to at the County, said she would put in a work order. If they don't do it, Lloyd has a contractor that will do it. We should not be paying for anything the County is responsible for.

ii) Lloyd has a couple of trays for collecting oil. He needs to get a few more pails for oil. Last Spring there were about four pails with antifreeze that were collected.

iii) Lloyd has a couple of people lined up to pull weeds and would like the two cedars at the West end of the clubhouse pulled.

iv) Commercial dishwasher, new cabinets

It was the general consensus that installing a dishwasher would not be a good idea. They are very expensive. They take up a lot of room physically and they also require trays and we would need more dishes. Members do not put their dishes away as it is and we feel that dishes will be left. It would be just too complex to manage. Paper plates are recyclable. A commercial dishwasher is fast and a regular dishwasher is too slow.

v) New shed

The new shed is for tables and chairs and the key for the old shed will work with the new shed.

vi) Locked mailbox for the Treasurer

Warren will purchase a locked mailbox.

h) Youth Sailing Director

No report. Paul will have a full report for the next meeting.

5. Miscellaneous

i) Labour Day Regatta Social Report*

ii) Rachel - send updates to Don Bauder for the website for Silver Haired Cup. - end of the month, first of October

6. New Business

i) Walter has received documents from the Town for both the Canal Agreement and Little Toot. Walt will send a copy of the agreements to the Executive for discussion at our next meeting. If you see anything outstanding, email Walt. The document for the right of way follows everything that we asked for plus a few concessions. The Town is paying for a large portion for dredging the channel. The Agreement is between CIYC and the Town of Kingsville only. The Town has left Melton's out of it. Melton's usually bills the Town directly so it shouldn't make any difference. The Town is requesting that the Little Toot part of the agreement be renewed every year. It really should be every five years. Walt will call the CAO and talk to him about it. As part of the agreement, CIYC Members do not need a pass to use the ramp. A list of our members have been given to them and they will clarify that by asking for identification.

ii) Dry sailing should be put on the agenda for our next meeting.

NEXT MEETING - Wednesday, October 11th

*(*denotes attachments)*

ADJOURNMENT

Responsible	Meeting Date	ACTION/TASK LIST	Due Date
Executive		Review two year probationary memberships for: Marcy Fogal (Mar 7/22) - S Andrew & Gianna Lawrance (Mar 7/22) - F Bachir & Rola Ghssoub (June 23/22) - F Derek & Christina Lawrence (June 23/22) - S until Oct 31/23 Jonathan Lissoos (June 23/22) - S Todd & Sarah Johnson (June 27/22) - F Dean McDougall & Sasha Finley (July 11/22) - F Jeongsoo & Sookhee Kim (July 11/22) - F Pete & Erin Earls (Aug 8/22) - S Ian Stephens & Gina Lord (Aug 8/22) - S Ludo Valette & Isabelle Stein (Aug 8/22) - F Don & Brenda Bauder (Aug 13/22) - F Tenille Reimer (Sept 12/22) - F Robert Goodman (Sept 20/22) - F Gary & Alana Beemer (Oct 20/22) S until Oct 31/23 Nancy Cristofoli (Oct 20/22) S until Oct 31/23 Julie Hoy (Oct 20/22) - S Sue Markham (Oct 20/22) - S Leslie Omstead (Oct 20/22) - S Sal Peralta (Oct 20/22) - F Louis & Marthie Resendes (Oct 20/22) - F Chris McCurdy (Oct 22/22) - F Mike & Michelle Sealy (Nov 14/22) - F Chris Stanson (May 19/23) - S Tammy & Steve I'Anson (May 19/23) - S Dave & Esther Campbell - (May 26/23) - S (Until Oct 31/24) Carolyn Hardy (June 8/23) - F Doug Hennessy (June 26/23) - 7 Melissa Somerville (June 26/23) - S Chris Perdue & Stephanie Swatkov (June 26/23) - S Gary & Nancy Hillier (July 20/23) - S Jordan & Trish Durocher (July 20/23) - F Carol & Angelo Scebba (July 20/23) - F Leane Malone (May 19/23) - S (Until Oct. 31/24) Ken & Cris Robertson (August 14, 2023) -F	Beginning of each year

Adult Sailing/ Youth Sailing/ Secretary		Contact Social Members (free) whose memberships are up October 31/23 - Derek & Christina Lawrence, Gary & Alana Beemer, Nancy Cristolfoli, Dave & Esther Campbell, Leane Malone, Tammy & Steve I'Anson,	
Dock Committee	AGM 2021	A couple of outlets do not work at the docks.	ASAP
Docks		Revamp mast racks to accommodate larger boats for Paddle Pass Program	ASAP
Lloyd/Warren/ Beth		Introduce to Executive and orient new members. See orientation list.	ASAP
Walter		Up date memorial plaques - Liz Norris (Jan 22),	Ongoing
Mike	Feb 6/23	Quote for fence in Shark Alley	For next year's budget
Executive	Feb 6/23	Executive Members who have completed Safe Sport - Paul Cairoli, Walter Cooper, Frank Foote, Beth Graham, Mike Lippmann, Lloyd Ayotte	ASAP
Lloyd Ayotte	March 13/23	Booklet for recording food served at Club events	ASAP
For 2024 Executive & items for next AGM	Aug 21/23	<ul style="list-style-type: none"> • Contact Tim Blanchard, Surf Culture Canada • Youth & Adult Sailing to become separate, have own account (Membership Approval needed) • Treasurer to find a bookkeeper (Membership approval needed) • Floating docks - not feasible - plan for docks (dock posts, etc) • Add to B,P & P - Graduates of the Basic Cruising, who have joined as Social Members, can use one of the Club training boats for day sailing upon request and approval by the Adult Sailing School Director. A fee of \$25 per 4 hour session will be billed to the member's account. 	

RESPONSIBLE	STANDARD OPERATING PROCEDURES	WHEN	COMPLETED
Executive/ Warren	Orientation of new members	Monthly, if we have new members	
Secretary	Send letter to residence on Lorna Street	May	
Commodore/ Treasurer	Register Officers of the Club with Not-for-Profit Organization	Following ratification of the Executive at the AGM	
Vice-Commodore	Send out the reciprocal letter to ILYA	April/May	
Commodore/ Secretary	Updated Membership Information with Ontario Sailing	Annually	
Property/Health & Safety	Inspect fire extinguisher	Annually	

Docks	Annual Service and Inspection of the Gin Pole	Before launch	
Race	Annual notification to Coast Guard regarding race markers	May	
Treasurer	Update the Maintenance of the Club Channel, section 3.04(b) of our Operating Agreement with Catalina Cove every 10 years - Copy of agreement is on the Drive/ Legal/ Catalina	Completed in June 2022	√
Commodore/ Vice- Commodore/ Member at Large	Form a Nominating Committee - See Nominating Committee under the Bylaws	July/August	
Dredging	Update the 5 year plan for Little Toot with Melton's	Annually	
Health & Safety/ Docks	Inspect docks in the Spring	Spring	
Rachel & Paul	Strategic Plan - Every Five Years	Completed 2022	√
Executive	Mayor's Golf Tournament - donate club shirt	September	
Executive/Social	Hold Open House each year	June	