



CEDAR ISLAND YACHT CLUB MEETING MINUTES

COMMODORE: Lloyd Ayotte

ATTENDANCE: Jim Staley, Trish Durocher, Rachel Park,
Sandy Wright, Robert Stafford, Kevin Alles

DATE: 04 December 2023 at 7pm

NEXT MEETING: AGM – 28 January 2024; Exec – 08 January 2024

Agenda Items

1. Discuss Organizational Chart:

- (1) Director & Officers' duties, complete roster as some positions are not assigned yet.
 - (a) Reviewed and will further discuss at the next executive meeting.

2. Discuss New Business:

- (1) Youth Sailing break-away Paul Cairoli to make presentation.
 - (a) To be rescheduled; Lloyd had a phone call with Beth and Sue on 4Dec2023. He gave them the go-ahead to set up a separate bank account for youth sailing. Sue Brewin & Robert Stafford would need to go to the bank to set it up. This cannot be done until they have signing authority. Also wanted to check why the accountants may have suggested not separating the accounts before voting on it. Waiting to hear back from Kristyn.
 - (b) Update 15 Dec 2023: motion requested and approved (Lloyd, Kevin, Jim, Rachel, Robert) to move forward with the bank account for youth sailing. Letter being created by Rachel & Beth to expedite process in changing over the signing authority (treasurer and member of YS) and opening the new bank account. Copy to be sent for our records.
- (2) 1st annual "Meet the New Executive Brunch/Fundraiser."
 - (a) We will ask the Social Committee to go to all of the local food vendors for donation items to make up our brunch meal. We will charge \$15 per person for an all-you-can-eat meal, and the donations will go to the Kingsville Food bank. The meal will be prepared and served by the new executive team.
- (3) Create Policy and Procedures/Bylaws Committee.
 - (a) Reviewed and will further discuss at the next executive meeting.

3. Discuss New Projects:

- (1) Shark Alley parking lot makes deeper wells for rental boats.
 - (a) Review quotes, get new quotes. Assess replacing a couple per year.
- (2) Modify docks to allow for permanent universal dock boards.
 - (a) Review with dock master, get quotes on all supplies needed for dock team to install/remove each season.
- (3) Green Marine program: go green with commercial dishwasher to eliminate waste and disposables.
 - (a) Save water and eliminate dirty dishes left in the sink and on the counter. Foreseen issue: who's emptying the dishwasher. It takes 2 minutes for this commercial



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dishwasher to complete a cycle. It can be primarily used for social events and can be locked otherwise.

Dashboard items

Committee	Action Item(s)	Deadline	Status
Commodore LLOYD AYOTTE	Discussing youth sailing bank account; proper filing cabinet to bring all CIYC items at peoples homes and bring them into the Clubhouse.	This week	Complete
Vice Commodore JIM STALEY			
Secretary TRISH DUROCHER	Delegate some secretarial tasks	End of December 2023	In progress
	update exec team names, emails, pictures for website	End of December 2023	In progress
Kevin Alles (delegated)	Pickup Postal Mail/Drop off at CIYC to designated folders		Ongoing
Treasurer ROBERT STAFFORD	Connect with Kristyn regarding year end financials (YE Oct 31st); investigate a bookkeeper; need for someone to follow up on collecting fees/reminders; Grants to remain under Treasurer due to its financial component		
Membership SANDY WRIGHT	Track volunteer hours,(has a better formula), continue Facebook posts; in charge of members coming in / going out; setup orientation		
Sailing KEVIN ALLES	Special Teams for Racing/Cruising		
Development RACHEL PARK	Finish updating Articles?	Oct 18, 2024	In progress
	Develop Paddle Pass program (tags, cost, tracking?)		
Youth Sailing PAUL CAIROLI/BETH GRAHAM	Submit formal business plan, maintain new bank account, requesting the purchase of 2 new boats		
ALL	Develop subcommittee team members (as needed); Does everyone know their		



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	job descriptions? Know what they are responsible for? Heads to discuss expectations with their teams		
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Our new committee is looking at the future, learning from the past. We are looking at the big picture. We want CIYC to be friendlier and more welcoming to all members and guests. We need more races, more events on water, more events in the clubhouse, to use the grounds (firepit, move picnic tables together), clubhouse rentals, more fun brought to the Club. We would like to bring back more day and overnight group trips by boat. We need everyone to be committed to the success of our Yacht Club. How can you help? Participate and reach out to your executive team.