

## **OTYC Board Meeting**

**July 6, 2017**

**Biskupski Residence**

**Attendees:** Mike Biskupski, Scott Mulligan, Cathy Heiser, Bob DeVries, Kanda McKee, Mike Adelson, Libby Mustaine and Cathy Stephenson were in person, Nancy Cooper joined by phone.

Commodore Cooper called the meeting to order at 9:13 am EDT.

**Approval of June 7, 2017 Meeting Minutes** - Cathy Heiser motioned to approve the Minutes of the June 7, 2017 Board Meeting and Mike Adelson seconded the motion which then carried.

**Treasurer's Report** – Cathy Heiser reviewed the materials she had prepared for the Annual Meeting and the approach she wanted to take. They include:

1. Financial Statement Overview
  - a) What Comprises the Club's Profit and Loss Statement
  - b) Standing Profit and Loss Principles
2. P/L Projections Forward (2015 – 2017)
3. P/L Projections Forward – +10% Dues Increase (Proj 2017 – Proj 2019)

Cathy's 2017 projections include the projected expense for the repair of the boat launch and dock and legal fees so are as up to date as possible. The Financial Statement Overview is intended to align Members' understanding of the composition of the income statement and the principles that guide the Board in its decision making, noting the goal of a minimum \$40,000 reserve to be maintained.

With this information, Cathy will explain the ways our funds have been drawn down and the need to implement a 10% dues increase in 2018. Board members provided feedback which Cathy will incorporate in the final review to be presented to membership at the Annual Meeting. Subcommittees will be established, that include members-at-large, on the tennis court, waterfront and building infrastructure to ensure solid input for proper planning and funding of major improvements that may be required in the future.

Commodore Cooper asked that Tom Oehmke address the topic of legal fees at the Annual Meeting. This is scheduled on the Agenda prior to the Treasurer's Report. Cathy expects there may be questions raised. Commodore Cooper was quite adamant that there is considerable value in working with Tom given his history and knowledge of the Club, his responsiveness. There have been several issues, many raised by Members, that have arisen during the past 2 years that have required swift legal attention. Further, Tom provides a detailed breakdown on his bill and bills at a discounted rate for the OTYC. The Commodore is confident she can effectively address any naysayers.

**Boat Launch** – Bob DeVries indicated the Army Corps of Engineers has turned over our permit application from the Grand Haven to the Detroit office. The reason for this is not known, but it adds to the review and response time as additional information was requested. The goal now is to have the repairs completed prior to the end of the boating season when Members will want to move their boats out of the water and into winter storage. Kal Excavating will not begin the work until the permit is in hand. Kal's all in bid for the work is \$10,500. They require 2 weeks to mobilize and another week to complete the work. The Board agreed that the launch ramp is to remain off limits until it is repaired and reopened. There are no exceptions to this due to the hazardous conditions. Scott Mulligan will address the situation with a Member who felt this was unreasonable and desired to use the ramp anyway.

In other Waterfront issues, the ladder on the seawall that is used to access the EZ Docks, is rickety and not intended to be a permanent solution. Bob DeVries, Keith Disselkoen, Bill Krusel and Scott will meet to discuss and evaluate alternatives, bringing proposed solutions to the Board for approval prior to implementation.

**Tennis Court** – Mike Biskupski noted Henco dropped the ball on the repairs it had agreed to make, so he and John Smart scraped and painted to patch up the court as best they could to make it playable for Camp. He noted that after playing on it, Bill Mason said the court was fine to play on. Mike reiterated that a more substantial solution is needed and we cannot keep putting off the inevitable. He suggests the court be resurfaced and painted with both tennis and pickleball lines to increase the flexibility and usage of the court. A question was raised whether we should obtain an engineering study before making any further improvements. Mike, John Smart and Bob DeVries are willing to form a task team to evaluate alternatives and obtain costs. Cathy Heiser noted she will not include funds that are purely a guesstimate in the go forward budget. She desires solid estimates for a scoped project.

**AED** – Kanda McKee said that Dennis will post the sign noting the presence of the AED by the kitchen door. Kanda, Mike Biskupski, Kathy Bosco and Cathy Stephenson took the ½ day of rigorous training offered by the Township on Saturday, June 24<sup>th</sup>. An announcement about the presence of the AED needs to be posted on the website as well. The AED should be used following 30 compressions and 2 breaths and then alternating this process. The AED provides audio directions when in use.

#### **Parking Lot -**

- Handicapped Parking Spaces – Handicapped signs mark the two spaces. They are not yet accessible while the sod is taking hold.
- Layout and Communicating to Members – Members will be encouraged verbally through announcements to park as close to the posts as possible to enable a 2<sup>nd</sup> row of cars in addition to along the driveway.

**Youth Camp** – Linda McKenzie provided a written update that was circulated prior to the Board Meeting and which is included here.

“Our first day of camp went without a hitch and we had 19 campers in total (last year we had 17 campers the first week). We had a beautiful light wind so all campers were able to get out on the water in our sunfish.

They took turns sailing and playing tennis and were excited to reconnect with each other and the staff. Our staff this week consists of our director, Kati Kattelus and our staff, Jack McKenzie, Zach Bosco, Audrey Saxton, Elise Kennedy and Grace Bosco. Five of those staff members are lifeguard/CPR certified. Next week we have Tess Edgley and Robbie Magrini joining our staff as well.

Our number of pre-registered campers for upcoming weeks are as follows:

Week 2 - 23

Week 3 - 24

Week 4 - 21

Week 5 - 17

We will be capping registration at 25/week this year for safety of our campers. We may allow one or two extras on occasion but feel sticking to 25 campers is best.

The camp documents Tom Oehmke helped to create with Sara and myself were contracts for Director, Counselor and Jr. Counselor as well as a Liability Waiver for parents to sign. All parents signed waivers this morning and all staff have signed contracts. Those staff members who have certifications have provided us with that documentation.

We also have signed waivers from 2016 to pass along to the secretary for our files. We have \$8,770 in checks for pre-registrations to pass along to the treasurer. “

Cathy Heiser will follow up with Linda on the additional documents (emergency evacuation plan and medical emergency plan) required by our insurance company. Libby Mustaine volunteered to assist if help is needed to finalize the documents for which there is a sense of urgency.

#### **Other Issues –**

**Opening/Closing** - Scott Mulligan will reach out to Keith Disselkoen to determine who is currently handling the daily opening and closing of the Clubhouse in the absence of the Gelakoskis. The Board acknowledged the significant value provided by Bob and Karen Gelakoski during the OTYC season and look forward to their return to Omena in good health. Scott also indicated he could talk to Ron Sutton and ask him if he might be willing to shoulder this responsibility.

**Open Positions** – Commodore Cooper noted an August Potluck Chair is still needed. Also, the important role of Housekeeping Chair has been partially filled for 2017 by Mary Smart who is overseeing the purchase of supplies since Mary Skrocki suddenly resigned as Housekeeping Chair. Commodore Cooper has encouraged Mary Smart to take a new member under her wing so she could be trained to take over the role in 2018. It was noted how important it is to engage new members in assuming responsibilities early in their membership.

**Annual Meeting** – logistics were discussed and assignments agreed upon.

**Grounds adjacent to Boathouse** – Cathy Stephenson noted that the area immediately to the east of the Boathouse still looks like a construction site and is unsightly. Bob DeVries will talk to Keith Disselkoen about tidying it up.

**Next Board Meetings** – The next Board meetings will be as follows:

- July 13 at 4:00 pm EDT to prepare for the Annual Meeting at the Ehrhardts on Ingalls Bay. Tom Oehmke will join us. Cathy Heiser and Scott Mulligan are unable to attend.
- July 15 immediately following the Annual Meeting, to elect new officers.

***Mark your calendars now!***

There being no further business to discuss, the meeting was adjourned at 10:50 am EDT after a heartfelt thank you to our hosts for coffee and treats from Barb's.

Respectfully Submitted,  
Cathy Stephenson, Secretary