



MINUTES OF THE BOARD OF DIRECTORS OF THE  
MENTOR HARBOR YACHTING CLUB  
FEBRUARY 2021

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The meeting was called to order February 25<sup>th</sup>, 2021 at 18:32 hours by Commodore Allyn

Commodore:	Duke Allyn
Vice Commodore:	Mike Pettrey
Rear Commodore/ Treasurer:	Ken Balogh
Past Commodores:	Chris Burton, Jim Gallagher
Directors:	Gretchen Kubicek, Jon Duer, Marty Weber, Dave Scarnati (NP)
General Manager:	Jamie Cordova
Secretary:	Brian Keck

***Motion to waive reading and approve last month's minutes by Burton / 2<sup>nd</sup> Weber - Motion carried.***

General Manager Report - Jamie Cordova

- Updated on February MTD financials for food and beverage. Sales for the month expected to be good and labor costs down. Continuing to open 5 days per week. Banquet sales will be under budget as event delayed to May.
- Future events include Harbor Nights, Cooking Class, Wine Tasting and Adult Easter Egg Hunt.
- Continuing to promote wine lockers.
- Event planning being handled by John. Currently planning three weddings and potential for two more.
- Member feedback on Covid response has been less frequent. Food and beverage feedback has been trending more positive.
- Continuing effort to staff for the upcoming season with preference to bring back successful staff from last year. Gas dock staff from prior year unavailable. Looking at potential to lower age requirement currently in place because of beer sales. Younger staff would request assistance for alcohol sales. Documentation for gas dock operating procedures being updated for new staff to follow.

Treasury Report - Ken Balogh

- Presented new format of income statement showing monthly and YTD results. Format summarizes sources of income/loss and KPIs to monitor.
- Presentation showed club continues to operate at loss through January YTD. Food & Beverage accounts for approx. half of overall loss. Capital fund covering debt payments and not providing for new capital improvements.
- Commodore Allyn commented that he liked the new format and that current results are typical for the season. Will closely monitor performance as boating season starts.
- Updated on issue of member past due balances which continue to be significant. Presented form to reiterate MHYC collection policy to membership and suggested to have signed by new members. Requested feedback on the form from Board. Discussion ensued about lack of progress on past due collections and that collection policy needs to be followed. This includes revoking member credit and posting names of past due accounts on the club bulletin board. Jamie stated that members were emailed about past due balances in the month.

## Membership Report - Jon Duer

- Full member equivalents are at 127. Total membership at 179
- Membership Changes
  - o Brad Keare (Yachtsman)
  - o Renee Jennings (Yachtsman)
  - o Joe Langan (Yachtsman)
  - o Brad Copper (Yachtsman)
  - o Nicole Lesinski (Junior with boat)
  - o Scott Beale (Social)
  - Motion to approve membership changes by Weber / 2nd by Burton. Motion carried.***
  - o Ron Busch (Summer Fun to Social)
  - Electronic motion submitted by Duer. Motion carried.***
- Looking into incentives to convert Summer Fun membership to Social and setting new membership targets.
- PC Burton suggested to promote MHYC status in Ohio Clean Marina program. MHYC is platinum status and ranking of second best in state
- Discussed membership attrition and identifying drivers. Majority age related.
- Jon working to onboard new Marketing & Membership Director and planning marketing campaign.
- Jr Activities and Membership continue working together to define Sail Camp Membership
- Planning an open house for end of March market the club. Thinking to either do time slots, or spread out in dining room, to maintain Covid safety.

## House Report - Marty Weber

- House committee met virtually on February 10<sup>th</sup>, 2021 with 8 members present
- Reported on work in progress to update the following: ladies room refresh underway, spinnaker room drywall repair/repaint, wine cabinets ready to be ordered as new lockers sold, new wine order sheet, pool pump rebuild.
- Referred to list in house report of winter/spring initiatives to prepare for the upcoming season.
- Presented list of expenditures for approval that included staff training, facility repair/maintenance and pool amenities
- Motion to approve expenditures except pool amenities by Allen / 2nd by Burton. Motion carried.***
- Quotes not yet received for roof repair of clubhouse and fix for roof installed HVAC equipment exposed to the elements
- Updated on situation of club waterline which currently runs under adjacent property. Met with contractor to identify most economical options to install new vault and route new 8" ductile iron water supply on club property. Old line will need to be cut and capped. A quote will be provided by the contractor.

## Harbor Report - Ken Balogh & PC Jim Gallagher

- Harbor Committee met on February 11<sup>th</sup>, 2021 with 8 members and two staff present.
- Discussed new regulations on disposal of dredged material. Board recommended harbor committee research the issue further
- PC Gallagher reported on meeting with land conservancy group. He recommended subcommittee meet again before presenting to the board.

### IT Committee Report - Gretchen Kubicek

- The club server has failed. It was found that the motherboard needs replaced. The server is an older model and parts not readily available. A replacement part was found on E-bay and purchased. At time of meeting part had not been received. The Jonas accounting system is the primary system impacted. This system contains: receivables, payables, point of sale, and general ledger. The Board was previously informed that the system data was backed up to the cloud by the club IT consultant, however, this was not the case. Focus is now on repairing the server so Jonas can be recovered.
- Membership Committee proposed solution for membership text tool and requested IT committee review.

### Entertainment – Jamie Cordova

- Future events being planned are dock challenge party and bourbon & BBQ themed Father's Day.
- Working on other ideas for events and looking for dates. Also keeping an eye on event budgets to ensure events cover associated costs.

### Junior Activities – Commodore Allyn

- Update provided in report on camp registration procedure as pre-registration last year filled camp. Payments are due in March and if not received registration will open to wait list. Hiring underway for instructors/coaches and candidates pool is strong.
- Swim team will be back this year.

### Past Commodore's Report – Chris Burton

- Suggested that membership is willing to support club financially and pitch in to work on club needs like cleanup.
- Raised the desire to continue work on corporate governance with current flag.

### Rear Commodore's Report - Ken Balogh

- No report

### Vice Commodore's Report – Mike Pettrey

- The Vice Commodore contributed and raised funds from other members to help pay for 4<sup>th</sup> of July fireworks. To date \$4500 raised.

### Commodore's Report - Duke Allyn

- Recapped need for Board and Staff to focus on solutions for the following high priority items:
  - o IT: Server fix and Jonas recovery, ensure wifi fixed
  - o Harbor: work with Conservancy
  - o Harbor & Staff: execute on harbor worklist
  - o House: waterline reroute, roof repairs, exposed HVAC
  - o Membership: ensure good onboarding for Sarah
  - o Membership & Jr Activities: finalize Summer Fun Camp membership level
  - o Staff: Collections on past due amounts, letter reiterating collection policy

***Motion to Adjourn by Allyn / 2<sup>nd</sup> Weber - Motion carried***

Meeting Adjourned 20:14

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Respectfully Submitted,  
Brian Keck  
Secretary