



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

JULY 2021

The meeting was called to order July 8th, 2021 at 18:24 hours by Commodore Allyn

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

Motion to waive reading and approve prior meeting minutes by Scarnati / 2nd Burton - Motion carried.

General Manager Report - Jamie Cordova

- Reported on status of club staffing which is somewhat lighter than desired however operations are running well regardless. Example, kitchen staff low, but food quality has been kept high. Starting to plan for staffing when seasonal workers return to school later in the season. New employees Katie & Sydni continue learning in their roles and are doing well.
- Food and Beverage YTD gross margin at 52% compared with budget of 57.6%. Poor weather in late June impacted sales volume and labor costs slightly higher than anticipated. YTD operating income over budget.
- Feedback has been very positive even from guests over the holiday weekend. Examples of positive feedback letter to management and positive review on Marinas.com highlighted. Board commented on thorough cleanup after July 3rd party. Jamie attributed to hard work and late hours by staff to clean.
- Commented that there are 12 events planned for July including Junior Olympics, Junior Activities Fundraiser, and the Summer Celebration Party. Wednesday theme dinner shifted from 'Flip Flop Grill' to 'Wok Wednesday'.
- Aged receivables have improved.
- Review of club by-laws and code of regulations underway. PC Burton offered comments on approach to this review stating phase one is about cleanup and corrections. There will be a phase 2 review that will include suggested edits. Each will be brought to the board for approval.

Treasury Report - Jamie Cordova

- Harbor sales are doing well in the month and are \$18K over budget YTD. Transient dockage revenue is up.
- Commented that July MTD sales are strong so far from the holiday weekend and that the month of July is key to a successful year. August can be slow as the season starts to wind down.
- YTD total sales and operating income are over budget.

Membership Report - Jon Duer

- Reviewed membership statistics. Full member equivalents are at 155. Total membership at 234. Averaging 10 new members per month.
- Membership Changes
 - o Full
 - Chris Katona
 - o Yachtsmen
 - Patrick Gutbrod
 - Orville Heuntley
 - o Social
 - Frank Cuevas
 - William C Robertson
 - Mitchell Ross
 - Dr. Mitchell Henn
 - Thomas O'Connell
 - o Membership Changes
 - Dr. Paul Thomas (Social to Full)

Motion to approve membership changes by Weber / 2nd by Scarnati. Motion carried.

- o Randy Carver (Social to Full)
- o Kristina Baxter (Yachtsman)

Electronic motion submitted by Duer. Motion carried.

- A cell phone was purchased for Membership Director. This allows for consistent direct contact. Will also be used for text line, social media and photo storage.
- New member on boarding party to be scheduled for end of August
- Commodore Allyn mentioned need for junior membership class representation on the Nominating Committee. Discussion around committee seats matching the population of voting memberships.

House Report - Marty Weber

- House committee met on June 16th, 2021
- Updated on Covid-19 status. No issues reported. Club continues to be cleaned daily by MHYC staff. Masks and staff sign in no longer required.
- Membership feedback trends centered around menu variety and prices. Chef and GM are adjusting.
- Reported on completed work: D&E stair light repair, dishwasher booster heater replaced thanks to RC Balogh, pool pump replaced thanks to RC Balogh, compressor for draft beer system replaced, convection oven thermostat replaced, both playgrounds repaired and stained, tile floor at outside pool bar replaced thanks to PC Price, portable toilets placed at WB and courts, new pool/patio umbrellas, cleaning contractor evaluation, reviewed event bookings.
- Reported on work in progress: AED for East Beach, Dock first aid and rescue placement, urinal partition for men's restroom, missing tile on patio steps, new wine cabinets, irrigation system being repaired thanks to PC Logsdon, clay tile roof repairs, duct work wrap on roof, new beer and wine glasses, grade and grass seed East Beach, East Beach tree removal, pump/pool room drain issues, tennis pavilion staining, old snack bar cleanup and planning for renovation, flagpole sleeve on base installation, general cleanup
- Commodore Allyn requested update on water line issue. No updated information to provide.
- Discussed proposed cost of \$1,500 to reset tile on patio steps and requested a vote

Motion to approve \$1,500 expenditure to reset tiles on patio steps by PC Gallagher / 2nd by Duer. Motion carried.

Harbor Report – Dave Scarnati

- Harbor Committee met on July 1st, 2021 with five members and two staff present.
- Potential grant money available through the clean marina program. Harbor subcommittee formed to evaluate needs for submission.
- Harbor financials reviewed with Treasurer
- Necessary repairs of channel walls and docks continue to be reviewed and additional quotations requested from Bendz Marine Construction
 - o Install stone on east end of wall at A dock
 - o Most significant concern is F dock wall repair. The wall is failing and allowing surge to damage floating F dock. Writeup from PC Stephenson and pictures included.
 - o Channel Wall Repairs – baffles are damaged and fill washed out.
 - o Surge on EW and E docks strong and needs reinforcement.
 - o Docks near well will be pulled and may be good location for expansion of jet ski dockage.
 - o Electric line on F dock broken and in need of electrician to repair
- Reviewed dock chart and discussed potential assignment changes
- Commodore Allyn requested that channel navigation lights be made a priority
- Sections of concrete on B dock are broken and to be replaced from inventory
- Presented quotes by Great Lakes Boat Works to provide new safety equipment for the docks. Options evaluated and Harbor Committee recommends 14 hard shell life rings, 14 throw lines and 14 swing up ladders for docks. The cost of the recommendation is \$5,200. Quantity questioned and 14 represents each end of each dock in the harbor. Suggestion made to increase the number to 20 to allow for safety equipment in the channel and west beach. Suggestion also made to continue researching less expensive ladder options.

Motion to approve purchase of 20 life rings and throw lines by Duer / 2nd by Commodore Allyn. Motion carried.

IT Committee Report - Jamie Cordova

- B dock WIFI issue fixed by PC Logsdon

Entertainment – Jamie Cordova

- Entertainment committee watching spend versus budget and will verify with Treasurer

Junior Activities – Commodore Allyn

- Preparation for Junior Olympics

Rear Commodore's Report - Ken Balogh

- No report

Vice Commodore's Report – Mike Pettrey

- No report

Commodore's Report - Duke Allyn

- Commented on the exceptional July 4th holiday weekend at the club and the good job being done by staff to keep things going well.
- Conversation on return of staff party or bonus for seasonal staff put in place last year during Covid. Leaning towards both the party and the bonus this year.

Motion to adjourn by Duer / 2nd Scarnati - Motion carried

Meeting Adjourned 19:55.

Respectfully Submitted,
Brian Keck
Secretary