



MINUTES OF THE BOARD OF DIRECTORS OF THE
MENTOR HARBOR YACHTING CLUB
NOVEMBER 2022

The meeting was called to order November 10, 2022 at 18:08 hours by Commodore Pettrey.

Commodore: Mike Pettrey
Vice Commodore / Treasurer: Ken Balogh
Rear Commodore: Jon Duer
Past Commodores: Duke Allyn (NP), Chuck Stephenson
Directors: Gretchen Kubicek (NP), Dave Scarnati (Phone), Tom Holleran, Brian Keck
General Manager: Steve Goczko
Secretary: Jim Pruce

Motion to waive reading and approve prior meeting minutes by Balogh/ 2nd Keck - Motion carried

General Manager's Report – Steve Goczko

- Tasks from last meeting
 - o Aged receivables
 - Members with outstanding receivable balances were contacted
 - o Pool
 - Chairs and other items were stored
 - Sandbags added to secure cover
 - Ron to find pump to remove water from cover
 - Agreed to call Aqua Dam to seek a more permanent solution to secure the cover properly
 - o Discharge from building
 - Floats appear to be sticking on the pumps. One or both needs replaced.
 - Sludge may be due to a leak in the drainage system. Would need to do a dye test to find the source.
 - Agreed to inspect additional pumps in basement bathroom before performing any inspection of the drainage system.
 - o Jonas system
 - The current plan is to replace hardware and update the software in 2023 and incorporate the new Jonas website in 2024.
 - o Labor vs. revenue metric
 - The process of tracking this metric has been started.
 - Salaried managers are covering 4 of 8 meal service periods with no hourly help to manage costs.
 - An on-call strategy has been put in place for Friday/Saturday.
 - John will bartend most nights.
 - o Sewer
 - Main sewer lines were water jetted from both ends.
 - There is standing water somewhere in the line.
- Staffing
 - o Front of house – We are down to three servers and two bartenders
 - o Back of house – Besides chefs, we have one dishwasher and one cook
 - o Sous chef – Starting to recruit in December
 - o Harbor – Ron to lay off staff during winter months
- Miscellaneous
 - o Management team working on ideas to drive off-season revenue
 - Wine dinner(s)
 - Retail wine sales

- Monthly member parties
- More outside groups (e.g. Rotary)
- Harbor Chest apparel catalog

Treasurer's Report – Ken Balogh

- Financial Statements:
 - Have some concerns about ongoing cost levels, risk of recession, etc.
- Miscellaneous:
 - Discussed the importance of keeping an eye on fuel levels at the end of the boating season to ensure we don't have an excessive amount of fuel (inventory) sitting idle over the winter
 - John/Steve to work on a checklist for winterizing the harbor
 - Emphasized the importance of monthly inventories
 - Discussed requesting a new ice box/machine for the gas dock during the off season
- Accounts Receivable: Agreed to pare down Aged Receivables report going forward to only those accounts that are past due
- Budget:
 - Reviewed proposed operating budget for 2023 and methodology used to calculate the numbers
 - Brian to follow up on request from Tom to see additional details on the various assumptions behind the numbers
 - Adjustment requested to increase marketing budget

Motion to approve budget with requested adjustment to marketing budget by Duer/ 2nd Balogh - Motion carried

Membership Report – Steve Goczko

- Member count report
 - 230 members
 - Full-member equivalent = 153 members (has been slowly trending downward the past few months)
- Membership updates
 - Membership Changes
 - One resignation on hold for resignation letter/payment of outstanding account balance
- Other updates
 - Jordan has some ideas related to membership
 - Boat show is quickly approaching
 - Typically have an open house the week following the boat show

House Report

- No separate report given
- Relevant updates included in General Manager's Report , etc.

Harbor Report – Chuck Stephenson

- Harbor projects
 - A Dock Repairs – Repairs are complete.
 - Channel Repair – Channel repair is complete. Total cost was \$23,700. Billed the City of Mentor for their portion of the cost.
 - Docks – Lost finger dock in recent storm. Need to formulate a plan to repair/replace.
 - Dredging – Some boats have been running aground in dock areas as the water levels come down. Estimate additional dredging costs of \$20,000-\$30,000 could be required.
 - East Channel Sheet Piling Wall (F Dock) – Project is progressing. Recommending 60-foot steel sheeting.
 - Channel Update – Working with community partners on an alternative plan. Design work projected to cost approximately \$250k. Hoping to obtain government funding/assistance.

- Channel lights – Received bill to take down and store over the winter.

Junior Activities Report

- None

Code of Regulations

- Proposal to expand the number of elected directors from 7 to 9
- This change will add additional directors to be on the board and gain experience as committee chairs and strengthen the pool of future candidates for the flag line
- This change will need to be voted on my membership at the Annual Meeting

Electronic vote to approve expansion of the elected number of directors from 7 to 9 – Approved unanimously

Rear Commodore's Report – Jon Duer

- Expressed importance of regaining traction on new membership
 - Search engine optimization (SEO)
 - Relationships with boat dealers (SouthShore, etc.)
 - Internet/social media presence
 - Adequate follow-up communication with potential members

Vice Commodore's Report – Ken Balogh

- Received letter from G. Kubicek resigning from the Board of Directors
- Agreed to draft letter to Gretchen thanking her for her years of service
- Will need to find someone to fill open position

Motion to accept Gretchen's resignation effective immediately by Pettrey/ 2nd Holleran - Motion carried

Commodore's Report - Mike Pettrey

- Would like to help with new membership efforts

Meeting adjourned 21:13.

Respectfully Submitted,
Jim Pruce
Secretary