

**Minutes of a meeting of the Board of Directors of the  
Urbanna Harbour Yacht Club Saturday September 3, 2011**

<b>Present:</b>	Hazel Laughton	Secretary/Treasurer
	Wordell Davis	Director
	Ed Fisher	Director
	Phil Mullins	Director
<b>Absent:</b>	David Laughton	President
	Fred Eddowes	Vice President

Due to the unexpected last minute absence of David Laughton, President, and Fred Eddowes, Vice President, Hazel Laughton Secretary/Treasurer chaired the meeting which was held in order that two critical maintenance items could be discussed. Both these board members were available by telephone.

Roll Call was taken and a quorum was confirmed.

**MOTION**

Treasurer/Secretary Hazel Laughton asked for a motion to approve the minutes from the meeting on June 15, 2011 as read. Wordell Davis made this motion which was seconded by Phil Mullins and carried unanimously.

**REPORTS FROM COMMITTEES**

**Treasurer/Secretary's Report – Hazel Laughton**

Treasurer reported that 2010/2011 fiscal year end paperwork has been submitted to our accountants for tax preparation.

Copies of the audit report for the period ending July 31, 2010 were handed to those present, and this Independent Accountant's Report on applying agreed-upon procedures is available on our website as public domain and copies were handed to all board members.

Account balances are as follows:

Checking account	\$32,637.11
Capital working a/c	\$52,547.14
Capital savings	\$131,175.06

A refund check of \$8,359.20 was received from the VA Department of Health – 75% of the cost of the new pump out station. This is reflected in the increased amount of the capital working account shown above.

1 slip holder has not paid their dues for 2011 – 3 slip holders are paying their dues by installment.

Regarding slip 26 on which we have a lien due to non-payment of the new dock assessment. Ed Fisher will be meeting with Byron Parker (lawyer) to discuss taking steps to recover our losses on this.

### **Maintenance – Phillip Mullins**

*Lock combinations:* We are being forced to change the combination locks on the bathrooms once again. This has been made necessary because a local vagrant has been observed using our facilities, and we have had some very nasty vandalism this year. As it is very expensive to call in a locksmith to make the necessary combination changes, we will ask boat owners not to make the combination available to anyone other than their own family.

The combination will also be changed on the clubhouse doors since we have found that the a/c control is being tampered with – this affects us all because of the increased cost of heating and cooling the building.

*Phragmites :* Phil Mullins said that he has been advised that the person who we contracted with for clearing the phragmites has to be certified for this job and this involves more costs for us. Phil has decided that rather than go in and try to remove all the phragmites he will give instructions for the phragmites to be “contained” by removing the growth at the perimeter each year and slowly work back – this will involve a less expensive annual fee.

*SLIPS: Electrical* – 4 pedestal lights are out and these will be rewired. Slip 44 has never had power and when it was sold we thought we had got it connected. However, there are problems with the connection and we have been working with Dominion Power who ascertained that the problem is in the wiring. Ed Fisher will be working on all these electrical problems.

*Water:* there is a water leak at slip 74 – we are working with our plumber on this.

*Damaged Slips:* Slip 100 was damaged when the boat renting was docking. We have repaired this and will be invoicing the boat owner. During Hurricane Irene the swim platform on one of the boats damaged the float under the dock. We have contacted Sullivan and will be arranging repairs – the slip owner will be invoiced.

*The Pool:* When we uncovered the pool this season there was a lot of algae in the water and we were informed that the cover was torn. The

cost of cleaning the pool was high due to this problem and consequently we have investigated the cost of replacing the pool cover. The pool cover has to be specially made for our pool because of its unique size and working with estimates it was agreed that we would have Five Rivers replace the pool cover at a cost of \$1,836.00

### **MOTION**

Phil Mullins made a motion that we authorize Five River Pools to purchase and install a new pool cover at the end of this season at a cost of \$1,836. This motion was seconded by Ed Fisher and carried unanimously.

*Float connecting North and South docks:* It was agreed that we go ahead with plans to make a removable floating connection between the north and south docks. David Laughton and Ed Fisher will be working on this during the winter months.

*Clubhouse Windows:* Ed Fisher and Phil Mullins on working on getting quotes for replacing all the windows in the clubhouse which are leaking. We need to replace these before the winter months because the longer they are left the more damage done to the building itself. We meet in October to discuss this and pass a motion to commence work before the winter months.

### **Covenants Committee – Wordell Davis**

Wordell Davis reported that his committee had met. There was a discussion on the bylaws as submitted by the committee to the board and changes were made. Wordell will make the necessary changes to the document before emailing them to the board members for a final discussion which will take place at our October meeting. Ed Fisher will ask Byron Parker to review the changes. After the October meeting the document will be made available as a link to our website (URL available to members only) so that we can take a membership vote.

Rules – our rules have never contained guidelines for the pool. Guidelines have been prepared and will be included with the revised ByLaws for approval of all slip holders.

### **OLD BUSINESS**

#### Proposed Bylaw amendment

*Terms of Office* – Following on from our June meeting, the board continued its discussion on terms of office. It was decided that the probability of getting 3 new members for next year is next to impossible

