Catalina Island Yacht Club
Board Meeting
February 2, 2022
Zoom Video Conference

Officers/Board Members Present

Commodore Steve Shea, V/C Gary Tolar, R/C John Wells, P/C Mary Haller, Jr S/C Roland Rapp, David Baker, Louie Bozanich, Bob Flaig, Larry Gottlieb, David Johndrow, Kirk MacInnis, Hunter Taylor, Randy Weaver, and Chris Wiltsey.

Members Present

Stewart Brash, Paul Bushaw, S/C Carlos Chacon Tom Collins, Steve Davis, Dan Devoe, Brandon Fiege, Kathy Hamilton, Steve Hightower, Steve Irwin, Dave Johnston, Marc Kamyab, S/C Brad Kelly, Doug Kelly, Jeff Kingsley, Bob Kircher, Jim Knox, S/C Michael Levitt, Tom Nix, Warren Platt, David Reed, S/C Kenny Rozak, Tony Sanchez, Tom Thacker, Dick Townsend, and Don Willet.

Guest Present

Jennifer Armstrong

Call to Order – Chairman Roland Rapp

Roland called the meeting to order at 1700 hours. **Roland welcomed new members Dr. Steve Hightower and Tony Sanchez to their first board meetings.** Roland asked if there were any corrections, additions or deletions to the January 5th 2022 board meeting minutes which were distributed earlier. Hearing none, they will stand approved as distributed.

Commodore's Report – Steve Shea

Steve discussed the lastest status of Covid 19 spread since the emergence of the Omicron variant. Given the volatility of the situation, that requires constant reassessment as the virus continues to change and mutate, it seems premature to pursue implementation of the policy adopted last month requiring vaccination at the clubhouse. While vaccination with a booster is the best defense against the ongoing pandemic we have not settled on an effective and reasonable enforcement procedure but execpect to monitor the status of the virus spread as well as CDC and other authorities guidance with the intent of formalizing our policy and enforcement procedure as we approach our first event at the clubhouse. In the meantime we encourage all members to get fully vaccinated with a booster added prior to coming into the club.

Vice Commodore’s Report – Gary Tolar

Gary discussed seven topics.

- **Proof of Vaccination update**
  Gary reported that he has been exploring several different options for operationalizing the collection and management of vaccination information from members and guests. We are also continuing to monitor the COVID case volumes and LA County guidance. The cost to create the capability to collect vaccine information through our Website was $3500 in addition to other operational challenges we’re still assessing. With the COVID situation continuing to evolve and change, and the start of our season several months out, he recommends that we defer any action that may not be needed by the time of our first event. Rather he plans to monitor developments with COVID and will adjust our operational procedures as appropriate, consistent with what we have been doing throughout COVID.

- **Mooring Requests – Website updates**
  Gary next discussed changes to our website for mooring reservation requests that are designed to make the job of assigning moorings a bit easier for the Rear Commodore and remove some duplication in the process. The cost for these enhancements was $500 and was approved by Randy Weaver. These enhancements will be largely transparent to members using the system but will help you know when you have an actual reservation assigned.

- **New Member information sessions**
  Gary reported that COVID restrictions have limited our opportunities to offer the new member orientations in person but that he will be scheduling a few sessions during the season to try and get as many of the 26 new members who need to participate in the required event. He anticipates announcing dates where we have confirmed new members in attendance.

- **BCYC Clubhouse Use Reservation**
  Gary reminded that we had approved BCYC to use of our clubhouse on September 30 to October 2 at the December board meeting. Due to COVID, BCYC was unable to schedule their annual Jr. Staff Commodore cruise to San Diego and have instead rebranded their trip to Avalon and our clubhouse as the Jr. Staff Commodore cruise. To that end they have requested to host a catered dinner on Saturday night versus their previous request for a Deck BBQ only. Gary noted that although there are nearly 50 CIYC members who are also BCYC members, that the BCYC event organizers are aware that all CIYC members are always welcome in the club, even if they are hosting a dinner.

- **House Items**
  Gary reported that he spent the day in Avalon with Kirk & Maureen MacInnis, Steve Davis and Dan Devoe to review several outstanding house items, including:

  - Front fence/gate replacement -approved last month in the 2022 Capital Budget
  - Septic vault alarm (this has been repaired)
  - Security camera replacements and location approved last month in the 2022 Capital Budget
  - Liquor cabinet replacing the lockers approved last year.
  - Quarter deck roof and door glass repairs
  - Galley Floor
  - Wall wash light for tower
  - Window installation for tower
  - A/C Installation
  - Dinghy Dock Float Repairs

  Gary deferred to Kirk for the more detailed updates about each of these projects, but acknowledged that Kirk and Maureen had done a tremendous amount of work to keep our clubhouse in good shape.

  Gary also noted that Fletcher Canby, who is the person we use for our refrigeration and other repairs at the clubhouse is moving to the mainland. He indicated to Kirk that he could draw up a schematic of our plumbing and electrical for approximately $200.00, which Gary recommends proceeding to have done so we have it as a useful reference.

- **House Standards**

Gary also reported that he is working with Kirk and Maureen to document House standards re: paint colors, fixtures, etc., and the "do's and don'ts for decorating etc. so the history and context can be passed down year-to-year. This will be available as reference for Board and Members. We will have this ready by work weekend and a hard copy will be given to the Club Manager for reference.

House Chairman's Report – Kirk MacInnis

Kirk first proposed to permanently mount a wall wash light that was temporarily mounted last year to light the tower. **Roland Rapp made a motion to spend up to $700 to permanently mount the existing light fixture and add conduit to light up the tower. Gary Tolar seconded the motion.** In discussion Kirk noted that the tests of the light last year did not bother any of the neighbors further that the light is LED, and only white in color. **After additional discussion the motion passed unanimously.**

Next Kirk proposed installing a 14" glass shelf in the southeast corner of the bar for tequila bottles at a cost of $200 and noted that this was an intended feature that just never got done. **Steve Shea made a motion to approve the proposal and John Wells seconded motion. After additional discussion the motion passed unanimously.**

Kirk then discussed a proposal to splice in 20-30 three-foot tether lines with clips on the dinghy loop-line to help speed attachment of dinghies. He indicated that Russ Armstrong could do this installation for an amount not to exceed $600. **Steve Shea moved for approval of the proposal and John Wells seconded the motion. After additional discussion the motion passed unanimously.**

Kirk reported that the lockers have been removed so that we can replace them with the previously contemplated liquor storage cabinet. He noted that he has a proposal from Todd Gleason to build the cabinet pursuant to the specifications designed by Jenny for optimal storage of 80 six packs of beer and in a shaker design style consistent with the décor in that hall area for a cost of $4800. Randy Weaver noted that this project was not included in our 2022 capital budget but that if we defer the previously approved AC proposal for a year, those resources could be reallocated.

A discussion ensued about the deferral of the previously approved AC project and how those resources might be reallocated. Upon which Kirk proposed replacing the shower doors in both bathrooms with the newer frameless glass style for a cost of about $9500. After discussion no action was taken at this time on the shower door proposal.

Kirk then made a motion to install liquor cabinets as proposed with a portion of the reallocated AC project funds at a cost of not to exceed $4800. Steve Shea seconded motion. After discussion the motion passed unanimously.

Next Kirk asked for board approval for the design of the gate approved at the last meeting and shared a drawing (also previously circulated) of the proposed design. Gary noted that the new design is intended to be consistent with the railing at the entry steps. **Steve Shea moved for approval of the design and Mary Haller seconded the motion.** Kirk indicated that he hoped the project would be completed by opening day. **After additional discussion the motion was approved unanimously.**

Kirk finally reported that there are a number of repairs in progress that don't need approval including the schematics for the sewer vault system, plumbing and electrical for the clubhouse, replacement of defective windows and other such items. He also mentioned that cost estimates for replacement of the hand rails are extraordinarily high and recommended deferral of that project until supply costs normalize.

Discussion ensued about proposals for the hillside stabilization and next steps with the city in that regard.

Membership – Kathy Hamilton

Kathy reported that we have 2 potential members to present today in the executive session. The prospective members who will be discussed in executive session are:

1) Dick and Donna Webben. Dave Austin is his primary sponsor.
2) Lance Ware and Julie Harney. David Baker is his primary sponsor and spoke about the candidate and recommended approval.

Rear Commodore's Report – John Wells

John reported there were three mooring requests in January and thanks to Christiansen's, Nix's and Jack Stapelmann all three mooring requests were filled. John reminded members to go onto the CIYC website and fill out their mooring requests. John announced that so far we have 46 mooring requests for the season on the website.   John noted that the requests would not be processed until the week of the mooring request. Please make changes as early as possible on the website. John also discussed the changes to the website regarding mooring assignments and Roland added that the new system will show whether a mooring assignment is confirmed or pending. Bob stated that the changes would go live next week.

Port Captain's Report – Mary Haller

Mary announced that she will send an evite out for the Commodore's Ball which will be held on Saturday April 9th at the Virginia Country Club

Club Manager Report – Jennifer Armstrong

Jenny announced to the new members that she has new member welcome packets for them and encouraged all the new members to come to work weekend on Saturday April 30th.

Float Committee Report – Steve Davis

Steve reported that he, Gary, Kirk, Dan Devoe, and Caleb had recently examined the float in its dry storage location to review and plan for the work that needed to be done on it. The group determined that we should remove the starboard where the casters for the ramp normally ride and replace it with a build up of fiberglass. Once that is complete along with other minor fiberglass repairs we plan to resurface the top non-skid deck. Additionally, they identified replacement casters for the ramp which failed last year that are designed to hold five times the weight and should perform better and last longer. Adrian, our electrician will repair lights not working on the float. Steve also discussed a proposal that Dan Devoe conceived to add some weights to the anchoring chains which should stabilize the float at low tide and during a surge. The weights will be made of concrete and weigh 2500 pounds each at a projected cost of no more than $3000. Kirk noted that this concept is used frequently around the world and if these weights are put in the right location that they should help stabilize the float. Randy Weaver indicated that the $3000 is a capital expense that could come from another portion of the A/C project deferral if the board approved the proposal**. Steve Shea made the motion to approve the proposal. John Wells seconded the motion. After additional discussion the motion passed unanimously.**

Treasurer's Report – Randy Weaver

Randy reported December and January are slow months, but we did have the Avalon Lions Club Holiday Party in December that resulted in about $500 in bar sales for a net of $259. Other revenue for the period was a $300 new member application fee. Expenses were under budget by $4K. Randy noted that payroll is now paid every other week to save processing costs, but does cause fluctuations in how the costs are reported month to month.

There were no capital expenditures in December. The liquor license was renewed at a cost of $1300 and the CPI increase of 6.6% provided for a rent increase of $900 to $14,600 which was paid in January. Annual dues were due January 31st; we had 20 members that have not paid their annual dues yet and could be assessed a 10% penalty if not paid within the 15 day grace period from the date of notices that Bob Flaig has sent.

Randy went on to report for the Foundation that they had received numerous requests for donations and were putting together the list of goals for the year.

Secretary's Report – Bob Flaig

No report today.

Executive Session

The Board convened for an executive session and approved new Members Dick Webben and Lance Ware.

The meeting adjourned at 1800hrs.

Respectfully Submitted,

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Bob Flaig, Secretary **Roland Rapp, Chairman**