



**SOUTH LAKE TAHOE WINDJAMMERS YACHT CLUB
MINUTES**

**Monday, April 1, 2024 @ 6:30 pm
Via Zoom Tele/Conferencing ***

Call to Order: 6:33 pm

Roll Call:

Board: Richard Panuschka, Shari Young, David Young, Linda Gordon,
Gary Gordon, Georgette Hartley, John Johnck, Carolyn Robinson, Sam
Corso, Glenn Addleman

Members: Jennifer Frasier, Spencer Griscom, Ed Hancock

Approval of previous minutes: * deferred until next board meeting *

1. Minutes dated 02/26/2024

**This meeting has a very specific agenda and format, per the Commodore.
The sole purpose is to finalize and vote on our annual budget, so the following
procedure will be observed:**

- 1. After the meeting has been called to order, each board member will make a motion, seconded by the Commodore, to discuss/debate their budget proposals, open to discussion.**
- 2. Once all budget requests have been made, the Commodore will open the floor to comments from the Membership in attendance. This commentary can and should be taken into consideration by each board member when subsequently casting their votes on the full budget at large.**
- 3. Finally, the Commodore will call for a full board vote on the budget.**
 - a. Should the budget pass as presented, no further action by the board will be necessary.**
 - b. Should the budget fail to pass as presented, the Commodore will follow up with each board member after the meeting and make note of their concerns. A revised budget will then be brought forth at the following board meeting.**

This vote is similar to the vote on our Slate of Nominations in that we are voting on the entire budget, and not just specific portions thereof. Also, many of these budget line items are administrative costs for conducting club business, so are not considered requests but part of the budget and acknowledged accordingly.

Officers' Reports:

Commodore Richard Panuschka

1. Extension of deadline to pay dues: Richard Panuschka made a motion, seconded by Carolyn Robinson, to extend the dues payment deadline to April 30. To date, there are 62 paid renewals (22 couples and 18 singles). Vote unanimous to extend deadline to April 30, 2024. Because this extends the membership of members who were in good standing in 2023, the member ticket cost of \$35 applies for the April 20 event and General Membership meeting. Membership Chairperson Carolyn Robinson has agreed to accept payment of membership dues at this event.
2. **\$300** – Commodore's Budget Request
 - a. **\$300** – Discretionary Spending
Motion made by Richard Panuschka, seconded by Carolyn Robinson, to accept the Commodore's Budget Request as stated.

Vice Commodore Linda Gordon

1. Vice Commodore's Budget Request
 - a. **\$7500** – Event Expenses (*Event income equal to event expenses*)
 - b. **\$2200** – Moose Lodge Rental
 - i. *In lieu of our not having a Clubhouse for Social Events, we must rent space from the Moose Lodge to hold 6 events per year. This includes the backyard, deck, and kitchen use for 4 Summer Events and the inside area and kitchen for the Awards Event in November and Holiday Event in December.*
 - c. **\$1000** – Spring Party Subsidy
 - i. *Event is held in place of the previous year's Holiday Party. Since it is held at the Golf Course & catered the expense is higher than other activities. As a thank you to our members, the Club is picking up the cost of the room rental, the tax & service charge & any incidentals.*
 - d. **\$200** – Commodore's Cup
 - i. *Members pay for their meals and the Club subsidizes for the dessert & incidentals.*
 - e. **\$300** – miscellaneous expenses we may accrue in event planning during the year.
Motion made by Richard Panuschka, seconded by John Johnck, to accept the Vice Commodore's Budget Request as stated.

Rear Commodore Sam Corso

1. **\$4500** – Rear Commodore's Budget Request
 - a. **\$2408-3000** – Race Committee Expenses
 - i. **\$1258** – Committee boat usage for season (*maintenance, insurance, mooring*) – **PENDING A BOAT USE AGREEMENT TO BE PRESENTED TO THE BOARD AT FUTURE MEETING**
 - i. *I feel it's unprofessional for a club to keep borrowing its members boats all the time, and not to mention the liability that comes with that. Paying this fee for a boat that's built for our needs is money well spent to enrich our club and encourage growth.*

(continued on Page 3)

Rear Commodore Sam Corso (continued from Page 2)

- ii. **\$942** – Gas usage depends on where the boat is kept.
Estimated gas price of \$8 per gallon.
 - 1. **\$350-650** – Boat kept close to Tahoe Keys
 - 2. **\$648-942** – Boat kept at Zephyr Cove
- iii. **\$800** – Committee lunches
- iv. **\$1000** – Equipment & Repairs (*Race marks, Committee Boat Hardware, Flags, Horns, Etc...*)
 - b. **\$500** – Awards (*Usually 9 trophies total*)
- 2. **\$3000** – Moore24 event Budget Request (*The budget proposal shows this to be a “break even” event*). Please note: This budget request was approved during our board meeting held on Monday, February 26, 2024.
 - a. **\$2000** - Race Committee Expenses (*boat use, gas, lunches*)
 - b. **\$500** – Appetizers for parties
 - c. **\$500** – Awards
 - d. **\$3000+ INCOME** – *Estimated income from Fees and Donors* –

Discussion focused on several points and questions brought forth. Sam Corso gave a brief overview of the Committee Boat and its purpose and addressed the following: The Committee Boat is the base of operations for our club's regattas. It is how our sanctioned races are timed and monitored. It is more professional for a yacht club to have a designated committee boat versus borrowing members' boats for this purpose. Member Greg Felton is the community liaison for this boat and it will be utilized by several local agencies. Each agency contributes a percentage of costs associated with maintenance, insurance, mooring and storage fees. We are planning on using the boat for our sanctioned races only, for a total of 9-10 uses. Greg is in the process of listing the boat's ownership under a non-profit corporation status. Due to several unknown variables, costs are approximate estimations and can be clarified at the end of the season in preparation for the 2025 Budget.

Member Jen Frasier asked about priority of use, for example if Tahoe Douglas Fire Department needed it during an emergency while in use during one of our races. Because Tahoe Douglas Fire Department would only need this boat in the event of a catastrophic shoreline event, the probability of not having access to this boat during a scheduled race day is very low. Treasurer John Johnck noted that he would issue payments on a per-usage basis, and not as a lump sum up front.

Due to the Board's legal responsibility to the club and its membership, the following items must be received and approved prior to usage of boat and subsequent release of funds allocated: a Boat Use Agreement in writing from the owner(s) accompanied by proof of insurance for said boat. No deadline was set for this as Greg Felton is still in process of obtaining the non-profit corporation status, but a tentative date of June 1, 2024 was suggested for time to review and approve the documentation prior to our first sanctioned race.

Motion made by Richard Panuschka, seconded by John Johnck, to accept the Rear Commodore's Budget Request, with the following stipulation: Prior to the club's usage of this boat and subsequently any funds released to cover costs associated with use of this boat, there must be provided a Boat Use Agreement in writing from the owner(s) of this boat and proof of insurance. Once both documents are obtained, they are to be presented to the board and approved by the commodore to allow usage and allocation of specified funds for this boat.

Secretary Shari Young

1. **\$75** – Secretary's Budget Request

- a. **\$25** – Filing Fees
- b. **\$50** – Office Supplies

Motion made by Richard Panuschka, seconded by Glenn Addleman, to accept the Secretary's Budget Request as stated.

Treasurer John Johnck

1. General Club Expenses

- a. **\$15700 INCOME** – *Member Dues (estimated 35 couples, 26 singles)*
- b. **\$2160** Storage Unit Rent
- c. **\$3500** Club Insurance
- d. **\$200** Club P.O. Box fees and postage
- e. **\$300** PICYA Dues
- f. **\$250** US Sailing Dues
- g. **\$300** Ship's Store (Expenses should be offset by sales income)
**This budget item was brought forth as a proposal and approved during our board meeting held on Monday, February 26, 2024.*
- h. **\$300** Charitable Donations (to Recreational Boaters of California)
- i. **\$300** Miscellaneous

Motion made by Richard Panuschka, seconded by John Johnck, to accept the Treasurer's Budget Request as stated.

Parliamentarian Glenn Addleman

1. **\$0** – Parliamentarian's Budget Request

- a. **\$0**

Motion made by Richard Panuschka, seconded by Shari Young, to accept the Parliamentarian's Budget Request as stated.

Membership Carolyn Robinson

1. **\$600** – Membership Budget Request

- a. **\$600** – Membership Supplies (includes membership cards/postage, new member welcome packets)

Motion made by Richard Panuschka, seconded by Shari Young, to accept the Membership Budget Request as stated.

Communications Coordinator Georgette Hartley

1. **\$2450** – Communications Budget Request

- a. **\$504** – Google Workspace (for Club administrative use)
 - i. *Google Workspace is a cloud-based suite featuring Gmail, Drive for storage, Docs, Sheets, Slides for collaboration, Calendar for scheduling, and Meet for video conferencing. Accessible from any device, it fosters seamless collaboration with real-time editing, commenting, and version tracking, enhancing efficiency for businesses and organizations.*
- b. **\$840** – Alpine Designs (web hosting and maintenance fee)
 - i. *The sltwyc.com site is hosted and maintained by Alpine Designs. Website hosting stores and maintains files for accessibility. Maintenance includes updates, bug fixes, and security management, ensuring smooth performance. By outsourcing hosting and maintenance, site owners can focus on content creation without technical concerns, ensuring reliability and security.*

Communications Coordinator Georgette Hartley (continued from Page 4)

- c. **\$397** – Paid Memberships Pro (Website member management plugin)
 - i. *Paid Membership Pro is a WordPress plugin used to create and manage the membership-based sltwyc.com website. It allows us to restrict access to content, products, or services based on membership levels. Users can also integrate payment gateways for collecting fees.*
- d. **\$156** – Mailchimp (e-newsletter subscription fee)
 - i. *Mailchimp is an email marketing platform, and I am using it to create and send the monthly e-newsletter.*
- e. **\$51** – Namecheap.com (website domain names)
 - i. *Website domains are unique addresses used to access websites on the internet. They consist of a memorable name (like example.com) and an extension (like .com, .org, .net) that indicates the type or purpose of the site. Domains are purchased and registered through domain registrars for a specific period.*
- f. **\$502** – Additional website development costs
 - i. *A custom storefront or classifieds sections for SLTWYC members entails extra development costs. Website store design involves creating a user-friendly interface, showcasing products with search, categories, and product pages. It includes setting up payment gateways, carts, and security for smooth transactions, along with mobile optimization and SEO for accessibility and visibility.*

Motion made by Richard Panuschka, seconded by John Johnck, to accept the Communications Coordinator's Budget Request as stated.

PICYA Delegate Gary Gordon

- 1. **\$0** – PICYA Delegate's Budget Request
 - a. **\$0** (see line item under Treasurer for "PICYA Dues")

Motion made by Richard Panuschka, seconded by John Johnck, to accept the PICYA Delegate's Budget Request as stated.

Staff Commodore's Budget

- 1. **\$0** – Staff Commodore's Budget Request
 - a. **\$0**

Motion made by Richard Panuschka, seconded by John Johnck, to accept the Staff Commodore's Budget Request as stated.

At the conclusion of discussion regarding the budget requests, motion was made by Glenn Addleman, seconded by Linda Gordon, to accept the aforementioned budget requests as the basis for the 2024 Budget. The allocation of the Rear Commodore's funds regarding use of the Committee Boat pending board review and Commodore's acceptance of written Boat Use Agreement accompanied by proof of insurance for said boat. Vote was unanimous to accept the 2024 Budget with stated stipulations.

New Business: deferred until next board meeting **April 15, 2024 6:30pm**

Motion to Adjourn made at 7:30 pm
by Carolyn Robinson, seconded by Linda Gordon

Next Executive Board Meeting to be held Monday, April 15, 2024 at 6:30 pm

All meetings will be conducted virtually until further notice.

Respectfully submitted by:
Shari Young, Secretary
South Lake Tahoe Windjammers Yacht Club

2024**INCOME PRELIM**

Member Dues Renewal 15700

New Member Dues, Fees 0

Race Income 3700

Roadmaster Fee, Sponsor 3000

Donations, Other 0

Event Income 7500

TOTAL INCOME 29900**EXPENSES****General Club Expenses 7310**

Rent Storage 2160

Insurance 3500

Postage, PO Box 200

Dues US Sail PICYA etc 550

Ship's Store 300

Charitable Donations 300

Miscellaneous 300

Commodore Expenses 300

Discretionary Spending 300

Vice Commodore Expenses 11200

Event Expenses 7500

Lodge Rent 2200

Spring Party Subsidy 1000

Commodore's Cup Event 200

Misc Event Expenses 300

Rear Commodore Expenses 4500

Committee Boat Usage 1258

Committee Boat Fuel 942

Race Committee Lunches 800

Race Equipment Maint. 1000

Awards 500

Roadmaster Expense 3000

Race Committee 2000

Appetizers for Parties 500

Awards 500

Membership Expenses 600

Membership Supplies 600

Communications Expenses 2450

Google Fees 504

Alpine Designs 840

Membership Pro 397

Mailchimp 156

Domain Name Fees 51

Development 502

Secretary Expense 75

Filing Fees 25

Office Supplies 50

TOTAL EXPENSES 29435

