

**NEWPORT YACHT BASIN ASSOCIATION**

**MEETING OF THE BOARD OF DIRECTORS**

**January 15, 2016**

Notification for this meeting was given during the December 18, 2015 meeting. Kyle provided an agenda which is included with these minutes for reference:

**AGENDA**

**NYBA BOARD of DIRECTOR'S MEETING**

**Friday Jan 15, 2016 8:00 AM – 10:00 AM**

**NYB Marina Office**

- 1. Call to Order – Kyle**
- 2. Secretary Report- Bill**
- 3. Treasurer Report – Jeff**
  1. Discuss proposed budget and increases 2016/2017
- 4. Marina Report- Tom**
  1. B dock bulkhead height increase
  2. C Dock repair costs (boards vs grating)
  3. Gutter/Downspout repairs
  4. Asphalt repairs (NYBA vs SBC)
  5. Pilings south of NYBA office
- 5. Issues for Discussion**
  1. F/G dock “sample” repair. Waiting for warm weather
  2. Water traffic mitigation status . Dec 22 dry run report (can we be done by end of Jan?)
  3. Security Service presentation: I asked Tom to postpone this until more Board members can be present
  4. Set date for next Board Meeting.

**Discussion:**

1. Kyle called the meeting to order @8:00 AM  
Board Members present: Kyle Anderson, Jeff Hoyt and Bill Raleigh  
Board Members absent: Sid Rubin and Steve Rieger  
Marina Manager: Tom Lisk
2. Minutes from the December 18, 2015 meeting were approved.

3. Treasurer Report:

1. Jeff handed out the Reconciliation Report which was approved and attached to these minutes.
2. The preliminary 1/31/2017 budget that was send out by Jeff was discussed:
  - a. The Board approved going with a 3% increase in the dues.
  - b. Jeff recommended we begin to separate the capital expenditure dues and expenses from the operating dues and expenses. Jeff will revise the budget to reflect this and work with Tracey to set up a separate bank account for the capitol dues and expenses. The Board approve this change.
  - c. The Board approved the following budget modifications:
    1. Pilings + F&G concrete repair - \$35,000
    2. Tom will have a proposal next week to replace the gutters. Tom will let Jeff and the Board know what to budget for gutter replacement.
    3. Increase the budget for milfoil/aquatic plants to \$17,000. More emphasis on control of the milfoil and duck weed.

4. Marina Manager Report:

1. Tom will work with Stillwater to get the new B dock bulkhead raised. Stillwater will also complete the pile replacement work and get a bill in before the end on our fiscal year.
2. The Board agreed to use wood instead of fiberglass grating to replace the deck for the uncovered porting of C Dock. Tom's estimate to buy fiberglass grating is 28,000 and wood is \$9,000. Budget remained at \$25,000.
3. Tom said that we need to replace the gutters and he will have a proposal next week to be included with the budget.
4. Tom will mark out all areas of NYBA paving that he thinks have been damaged by SBC contractor to be repaired by SBC contractor. The only area of NYBA paving that we should budget for is south of the new B dock bulkhead.
5. The paving south of NYBA office has settled due to the construction activity causing the piles under the pavement to have bumps in the pavement. This is one of the areas that the Board wants SBC contractor to repair.

5. Issues for Discussion:

1. We will not know what the cost for the F/G dock will be until the contractor completes the sample repair. The repair work cannot be done until we have higher temperatures in the spring.
2. The dry run exercise for the Water Traffic Mitigation Plan was completed on December 22, 2015. A Committee meeting is scheduled for January 20, 2016 @ 1:00 PM to discuss revisions submitted by Trevor to the Mitigation Plan.
3. The security service discussion was postponed until more Board members are present.
4. Kyle will draft a message for Tracey to send out with the next dues statements inviting anyone interested in being a candidate for Director on the Board to notify someone on the Board.
5. Bill will send Tracey the notice and information package for the Annual Meeting.

6. The next Board Meeting was set for February 19, 2016 @ 10:00 AM. Bill will call in from Maui.

**Attachments:**

1. Approved Reconciliation Reports

**Action Items:**

1. Jeff will revise the 1/31/2017 budget to reflect separating the capital expenditure dues and expenses from the operating dues and expenses.
2. Jeff will revised the 1/31/2017 budget to reflect the above decisions made in this meeting.
3. Jeff will work with Tracey to set up a separate bank account for the capitol dues and expenses.
4. Tom will notify Jeff and the Board next week what to budget for gutter replacement based on the propose he gets.
5. Tom will work with Stillwater to get the new B dock bulkhead raised. Stillwater will also complete the pile replacement work and get a bill in before the end on our fiscal year.
6. Tom will mark out all areas of NYBA paving that he thinks have been damaged by SBC contractor to be repaired by SBC contractor.
7. The security service discussion was postponed until more Board members are present.
8. Kyle will draft a message for Tracey to send out with the next dues statements inviting anyone interested in being a candidate for Director on the Board to notify someone on the Board.
9. Bill will send Tracey the notice and information package for the Annual Meeting.