

## NEWPORT YACHT BASIN ASSOCIATION

### MEETING OF THE BOARD OF DIRECTORS

March 25, 2016

Notification for this meeting was given during the February 15, 2016 meeting. No agenda was provided ahead of this meeting.

#### Discussion:

1. Kyle called the meeting to order @ 8:00 AM  
Board Members present: Kyle Anderson, Jeff Hoyt, Steve Rieger, Sid Rubin and Bill Raleigh  
Marina Manager: Absent  
Owner: Terry Block
2. As the minutes from the February 15, 2016 meeting have not yet been drafted, there was no secretary report.
3. Treasurer Report:
  1. Jeff handed out the Reconciliation Report which was approved and attached to these minutes.
  2. Tom Sulewski and Andrea McGuire from Clark Nuber will give their report @ 9:00 AM.
4. Water Traffic Committee:
  1. Bill recommended we send all current documents over to Chris McKay to be assimilated and to coordinate signatures.
  2. Sid asked if we should make sure the Fuel dock camera has been installed and is operational. Sid also questioned the wording for the last sentence of paragraph 3 of the WTMP.
  3. The Board agreed to accept the documents as is and send them to Chris. Sid was directed to coordinate with Chris to assimilate all the documents and coordinate signatures.
5. Tom Sulewski and Andrea McGuire joined the meeting:
  1. Tom went over the draft audit report.
  2. We ended the year with over \$86,000 in net income; however, we are proposing to differ \$65,000 into FYE 1/31/2017 per IRS Section 70-604.
  3. Jeff said that we are going to set up a separate bank account for the reserve fund. We will add a note on the dues statements essentially splitting the dues into operations and reserve accounts.
  4. Draft Report will be final after the Annual Meeting.
  5. The Board approved the draft audit report to be presented at the Annual Meeting.
6. Annual Meeting:
  1. Jeff will ask Tracy to build a spread sheet to establish a quorum and tabulate votes.
  2. Board Members and Tracy will meet @ 4:00 to help set up.
  3. Jeff said that Cindy Clark will attend the meeting to talk about insurance coverage's.
  4. Tom will not be at the Annual Meeting as he is out of town.

7. The Board briefly discussed Carefree Boats. If they agree to comply with our insurance requirements and Rules and Regulations, the Board will approve their request for one slip. We discussed adding a provision to the Rules and Regulations limiting this type of operation to 15 slips.
8. The next Board Meeting was set for April 18,2016 @ 8:00 AM
9. The Board did a walk around to inspect the construction:
  1. Kyle will meet with Alan and the contactor to establish a date to open the parking and vehicular circulation.

**Attachments:**

1. Approved Reconciliation Reports

**Action Items:**

1. Sid will coordinate with Chris McKay to assimilate all the documents for the Agreement on Water Traffic and coordinate signatures.
2. Jeff will ask Tracy to build a spread sheet to establish a quorum and tabulate votes for the Annual Meeting.
3. Kyle will meet with Alan and the contactor to establish a date to open the parking and vehicular circulation.