

NEWPORT YACHT BASIN ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

November 20, 2017

Notification for this meeting was given during the October 4, 2017 meeting. Kyle sent out an agenda ahead of the meeting which is included with these minutes for reference:

AGENDA

NYBA BOARD of DIRECTOR'S MEETING

Monday Nov 20, 2017 8:00 AM – 10:00 AM

at Kyle Anderson's house

3923 120th Ave SE Bellevue, 98006

- 1. Call to Order – Kyle**
- 2. Secretary Report- Bill**
- 3. Treasurer Report – Jeff**
 - Accountant interviews
- 4. Marina Report- Tom**
 - B/C dock electronic lock update
 - Other items from Tom?
- 5. Issues for Discussion**
 - NYBA website update
 - Set date for next Board Meeting.
 - Discuss email blast: when? and what info to include

Discussion:

1. Kyle called the meeting to order @ 8:05 AM
Board Members present: Kyle Anderson, Jeff Hoyt, Steve Rieger, Terry Block and Bill Raleigh
Marina Manager: Tom Lisk
2. Minutes from the October 4, 2017 Board Meeting were approved.
3. Treasurer Report:
 1. Jeff Handed out the Reconciliation Reports which were approved and attached to these minutes.
 2. Jeff contacted a number of accounting firms to solicit any interest for submitting a proposal for doing the audit and taxes for the Association. He received one proposal from Lindley & Associates LLC. After some discussion, the Board agreed to decline the offer from Lindley and stay with Clark Nuber.

3. Jeff will prepare a draft budget for FYE 1/31/2019. He will send out the draft budget for comment in December.
4. Marina Manager Report:
 1. Tom said the new gate locks are working well. He will continue to replace the old locks over time.
 2. Tom said that Stillwater plans to begin the roof support repair and whaler replacement for G dock December 1, 2017. Tom will ask Evan Wehr if any permits will be required for this work.
 3. Tom will ask Stillwater to clarify their proposal for D dock piling and bulkhead repair work. Bill thinks they may have left out cost for the steel piles. Tom will ask Stillwater to submit a schedule including permits and engineering to complete this work.
 4. Tom said the fire department told him we have to remove the parallel parking along the curb that borders the west end of SBC.
5. Issues for Discussion:
 1. Steve reported that the web site, Newport Yacht Basin is up and running.
 - newportyachtbasin.com
 - Password for Owners: newportyba
 2. The Annual Meeting will be held on Wednesday, March 28, 2018 at the Newport Yacht Club. Sign in and social time will be between 5:00 to 6:00 PM and the Meeting will begin at 6:00 PM and conclude before 8:00 PM. Bill will draft the information packet ahead of the next Board Meeting to review.
 3. The next Board Meeting was set for January 9, 2018 @ 8:00 AM at Kyle's house.
 4. Steve will draft the next eblast to include:
 - Date, time and location for Annual Meeting.
 - Update for NYBA web site.
 - Deadline to stop using city water to operate water lifts.
 - Notification that the next Board Meeting will be January 9, 2018 @ Kyle's house.

Attachments:

1. Approved Reconciliation Reports.

Action Items:

1. Jeff will prepare a draft budget for FYE 1/31/2019. He will send out the draft budget for comment in December.
2. Tom will ask Evan Wehr, ECCO Design if any permits will be required for work on G dock this year.
3. Tom will ask Stillwater to clarify their proposal for D dock piling and bulkhead repair work.
4. Bill will draft the Annual Meeting information packet ahead of the next Board Meeting to review.
5. Steve will draft the next eblast

