

**NEWPORT YACHT BASIN ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS**

**March 6, 2019**

Notification for this meeting was given during the January 9, 2019 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**

**Wednesday March 6 , 2019 8:30 AM – 10:30 AM**

**at Kyle Anderson's house**

**3923 120<sup>th</sup> Ave SE Bellevue, 98006**

**(feel free to simply angle park on the gravel on the north side of drive or in our circle driveway)**

- 1. Call to Order – Kyle**
  - **Guests:** Rob Tobeck
- 2. Secretary Report- Bill**
- 3. Treasurer Report – Jeff**
  - Review financial statements
- 4. Marina Report- Tom**
  - D Dock roof repair (knee bracing vs. major roof rebuild)
- 5. Issues for Discussion**
  - Any last minute annual meeting issues
  - Update on easement issues with SBC (Kyle)
  - Set date for next Board Meeting.

Discuss email blast: when? and what info to include

**Discussion:**

1. Kyle called the meeting to order @ 8:30 AM  
Board Members present: Kyle Anderson, Jeff Hoyt, Terry Block, Steve Rieger and Bill Raleigh  
Marina Manager: Tom Lisk  
Owner: Rob Tobeck  
Guest: Kevin Keely, Stillwater Marine Construction
2. Minutes from the January 9, 2019 meeting were approved

3. Treasurer Report:

1. Jeff handed out the Reconciliation Report which was approved and attached to these minutes.
2. Jeff presented the Draft Auditor's Report. The information listed under "Concentration of Credit Risk" needs to be updated to current information. Jeff will ask Tracey to provide the corrected current information to Clark Nuber. The draft report was accepted by the Board.
3. Jeff made a motion to end the practice of buying dock boxes to be resold to Owners. Going forward, an Owner requesting a new dock box will coordinate the order with Tom and the Owner will pay for the dock box to be shipped directly to NYBA. Tom will install the box. The cost for dock boxes will not run through NYBA books. The Board approved the motion. Tom has two dock boxes in inventory to sell.

4. Marina Manager Report:

1. Kevin Keely handed out estimates for three options to repair the roof @ D dock. A few of the wood roof beams on the south end of D dock have water damage and need to be repaired. With the water damaged beams, some of the metal roof had to be removed. The Board asked Kevin to look at some other options.
2. Kevin said they are still working on permits for D and E docks bulkhead repairs. Kevin said that after May 1, when a lot of the permitting activity begins to slow down, they will push these permits.
3. Tom reported that someone shut the water off @ F gate and the line froze with the water not running. Tom repaired the water line.
4. Tom will install a grated ramp @ F dock due to the existing ramp being slippery in bad weather.

5. Issues for Discussion:

1. Kyle asked Tom to do a walk through ahead of the Annual Meeting to inspect the roof and docks to see if we have any other damaged areas that will need attention.
2. Jeff said that our insurance representative and someone from Clark Nuber will be at the Annual Meeting.
3. Bill will ask Tracey to send out an email to Owners reminding them to come to the Annual Meeting or send in their proxy.
4. The Board went into executive session to discuss G 44-47 easement issues with SBC.
5. The next Board Meeting was set for April 19, 2019 @ 8:00 AM at Kyle's house.

**Attachments:**

1. Approved Reconciliation Report

**Action Items:**

1. Jeff will ask Tracey to provide the corrected current information listed under "Concentration of Credit Risk" in the Auditor's Report to Clark Nuber.
2. Tom will install a grated ramp @ F dock due to the existing ramp being slippery in bad weather.

3. Tom will do a walk through ahead of the Annual Meeting to inspect the roof and docks to see if we have any other damaged areas that will need attention.
4. Bill will asked Tracey to send out an email to Owners reminding them to come to the Annual Meeting or send in their proxy.