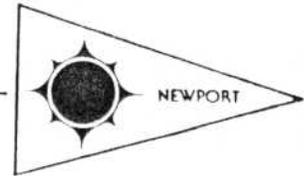


# NEWPORT YACHT BASIN ASSOCIATION

3911 Lake Washington Blvd. S.E., Bellevue, Washington 98006 746-7225



Board of Directors Meeting Wednesday, April 20, 1994

## Members present:

Kyle Anderson  
John Purcell  
Hank Field  
Don Hayes

Meeting was called to order at 5:30 p.m.

The board members reviewed the financial statements and accountant's independent audit report and the draft of minutes from the Annual Membership Meeting. The board approved the report and the minutes.

Kyle requested an update on the lock situation. Five of the locks on the gates have already been replaced with heavy duty Schlage locks and they appear to work better. I have been in contact with the owner of Entrance Controls and he agreed to replace all the gates with the heavy duty locks. They stopped work once the issue of owner tampering surfaced. The heavy duty locks do appear to work better although some owners are not satisfied with them. The new locks operate slightly different and the membership/renters don't always exercise enough patience with the new locks. Eric felt, however, that the major cause of failure of the locks was due to people tampering or damaging them. Kyle felt that it was reasonable to expect locks to be tampered with and that they should withstand some abuse and certainly be exposed to the elements. It is imperative that the owner of Entrance Control stand behind their product and make right the lock failures.

We are seeking bids to have canvas awnings to help prevent rain and moisture getting into the locks as well as protecting people from inclement weather and dressing up the appearance of the marina. Each gate would be custom as all gates are different. The one sided awning, 48" x 48" would be \$200.00 each and the two sided awning would be \$290.00. The board felt that the appearance would be an important feature as long as the framework wouldn't assist people climbing over the gates. The board approved and seconded the proposal to install awnings. The actual design should be discussed with the yacht club for their input. It was also suggested to have a prototype made.

A review of the water tests from AM Test didn't indicate what a reasonable range is making the results difficult for the average person to evaluate. The department of ecology should have this type of information and have them send their standards to us.

The board discussed Eric Tower's annual job performance. A

suggestion was made to have Eric take over the night patrol of the marina in consideration for housing expense. The idea was considered to be too risky was dropped. A review of Eric's 6 year tenure showed pay raises each year of his employment to his current \$11 per hour, paid lunch hours, 2 weeks paid vacation, paid holidays and limited sick leave. These are all indicators that Eric has been considered to be a valued worker by the membership and the board. Carole indicated that Eric's six years experience has been considered to be an asset. Eric seems to be well like by the membership and that a personality clash has caused Carole to have concerns and/or misgivings regarding Eric's job performance. Kyle felt that more should be getting done around the marina and maybe instead of a merit increase it would be better to have Eric work full time or a 40 hour week. Kyle indicated that he must get more work done, not just put in more hours. It was felt that Eric should have a list of things for him to do and the list be reviewed at the end of a week to see that the jobs are getting completed. Kyle felt that of all the managers, Dave Brooks got the most done for the short time he was here and he felt that Eric did more due to Dave's direction.

Don said Eric has a working knowledge of every facet of this marina and that the job should be full time. The board agreed to make the job a full time job at 40 hours per week, half hour for lunch and 2 15-minute breaks, hours 9 a.m. to 5:30 p.m. Hank would assist in explaining job tasks with Eric as well as having him report to him in the mornings since Carole isn't on the job til 11:30 a.m.

The meeting was then continued to Thursday, April 28, 1994 at 6:00 p.m.