

19 Wing Comox

5950-1 (19WCYC-Sect)

04 Dec 2023

Distribution List

**MINUTES OF THE 19 WING COMOX  
YACHT CLUB EXECUTIVE COMMITTEE MEETING  
HELD AT THE CLUBHOUSE 18:30 HRS 04 Dec 2023**

Chair:	LCol Fil Bohac	Commodore	Elected
Secretary:	Sgt Derrick Mondry	Secretary	Elected
Present:	Maj Marc Archambault	Asst Keelboat Capt	Appointed
	MCpl Andrew Fraser	Dinghy Captain	Elected
	Mr. James Hollis	Rear Commodore/Comms	Elected
	Mr. Graham Edwards	Kayak Captain	Elected
	Mr. Ben Douglas	Bar Officer	Appointed
	Ms. Paulette Hendry	Membership Officer	Elected
	Ms. Simone Vatheuer	Points Coordinator	Appointed
Absent:	Maj Kevin Stevens	Vice Commodore	Elected
	Maj Ian Golding	Keelboat Captain	Elected
	Capt Fahim Awan	Training Officer	Appointed
	MCpl Shannon Green	Treasurer	Elected
	Mr. Alan Phillips	Foreshore Officer	Elected

Guests:

ITEM	DISCUSSION
1	INTRODUCTORY REMARKS
	The meeting was called to order at 18:35 hrs. A quorum was present. Ms Vatheuer joined the meeting to continue discussing volunteer hours tracking and opportunities.
2	ADDITIONAL AGENDA ITEMS
	Commodore reviewed agenda and kicked off the meeting.
3	APPROVAL OF MINUTES OF PREVIOUS MEETING
	Previous minutes were accepted and open action items were reviewed to ensure they would be discussed during the meeting's business..

4	TREASURER'S REPORT
	Shannon was absent but reported no issues via an earlier email.
5	DIVISION REPORTS
	<p>a. <u>Rear Commodore</u> –</p> <ul style="list-style-type: none"> <li>(1) Rear Commodore reported that while RPOps was replacing the side clubhouse firedoor they discovered a Carpenter Ant infestation. PMed/RPOps are working on a pest-control solution before more work proceeds. The old door is temporarily in place.</li> <li>(2) Car window decals to be ordered and should be provided to PSP for distribution. James is investigating a possible color change to differentiate easily between years.</li> <li>(3) Bar ice maker purchase to be presented to AGM for a vote.</li> <li>(4) Simone proposed cupboards be installed along bar wall to extend storage. This will be actioned as a minor renovation project under the purview of the Exec.</li> </ul>
	<p>b. <u>Communications</u> –</p> <ul style="list-style-type: none"> <li>(1) James was asked to confirm the Training O address is linked to Maj Awan.</li> </ul>
	<p>c. <u>Dinghy</u> -</p> <ul style="list-style-type: none"> <li>(1) Andrew reports dinghy mast removed and the dinghies will move ashore for winter maint.</li> <li>(2) Fiberglass repair course upcoming with lots of interest expressed.</li> <li>(3) Booking software won't work to capture all required info by itself. New fully electronic membership form, built on Excel spreadsheet, sent to PSP. Lengthy discussion around membership process payment and forms. Square (2.65%) and Clove (2.1%) solutions discussed.</li> </ul> <p><b>[ACTION Dinghy Capt: Exec endorsed purchase of Square terminal, cashbox and printer at a cost of \$1500]</b></p>
	<p>d. <u>Foreshore</u> –</p> <p>Alan was absent, updates presented by Commodore &amp; Marc Archambault.</p> <ul style="list-style-type: none"> <li>(1) Marc provided feedback regarding safety ladders for docks; will be passed to RPOps.</li> <li>(2) Insurance has been confirmed for all keelboats alongside.</li> <li>(3) Constitution and Bylaw changes proposed for AGM will include safety inspections, day sail minimums and boats maintained in sailable conditions.</li> <li>(4) Several lights on pylons are out and end float needs a pump out to level it. <i>[Sec note: Commodore has requested Work Orders be created by RPOps to address both of these]</i></li> <li>(5) AGM date tentatively set for 21 Feb 2024.</li> <li>(6) Lengthy discussion around “points vs hours” for volunteers. Requirement for simple, fair and transparent way to ensure fair measure tied to responsibility as opposed to just time. Ideas suggested putting sailing back into the sailing club. Division Captain</li> </ul>

	<p>communication with division members suggested. Currently berthage drives volunteers and member contact (survey) will seek suggestions. <b>[Action: Commodore to create proposal and short membership survey regarding volunteer expectations/tracking].</b></p>
	<p>e. <u>Paddlesports</u> –</p> <ol style="list-style-type: none"> <li>(1) Graham and Marcel Rivest are working on storage racks for the storage container.</li> <li>(2) SUP users will be asked to remove fins storage to avoid damage, which is a recurring issue.</li> <li>(3) Graham will propose offering level 1 kayak course by a certified paddling instructor for low or no fee for active members.</li> <li>(4) Pool sessions to begin again in April.</li> </ol>
	<p>f. <u>Keelboat</u> –</p> <ol style="list-style-type: none"> <li>(1) Marc provided updates as Ian was absent.</li> <li>(2) Keelboats moved to winter berths.</li> <li>(3) Peter Duck CER to be amended to purchase a new engine in lieu of an overhaul to the existing engine now that it has been removed from the vessel.</li> </ol>
	<p>g. <u>Membership</u> –</p> <ol style="list-style-type: none"> <li>(1) Paulette reports 467 total members (226 families), including 24 associates, 13 ordinary and 2 honorary members currently.</li> <li>(2) 2 new associates proposed: Dennis Hull and Glen Nailor.</li> </ol>
	<p>h. <u>Training</u> –</p> <p>Capt Fahim Awan was absent. He provided email update which included:</p> <ol style="list-style-type: none"> <li>(1) 75 members attended BCC info sessions</li> <li>(2) First ROC(M) course conducted, and second course scheduled for Dec</li> <li>(3) 18 prospective students have met pre-requisites</li> <li>(4) 10 instructors confirmed plus 2 spares, making it possible to support 30 students on the course</li> <li>(5) Contract with Ian Dennis as the evaluator will be finalized shortly.</li> </ol>
	<p>i. <u>Bar</u> –</p> <ol style="list-style-type: none"> <li>(1) Ben indicated bar is doing well after recent price adjustments.</li> <li>(2) Ice making machine needed, cost makes it an AGM item.</li> </ol>
6	<b>OLD BUSINESS</b>
	<p>Continued discussions with Simone and the other Exec on volunteer hours, points, and expectations. Last Exec meeting minutes included a request for the group to consider volunteer opportunities within their respective divisions that can be identified, advertised, scheduled, and tracked.</p> <p>Requiring a minimum number of points – in excess of what a member would have simply by being a member - in order to apply for Berthage was endorsed</p>

	and will be proposed at AGM. <b>[Action: Commodore will propose ByLaws changes regarding volunteer points.]</b>
7	NEW BUSINESS
8	OPEN DISCUSSION
	Nil
9	CLOSING REMARKS
	Commodore thanked executive for their participation and excellent discussion, despite the long meeting.
10	NEXT MEETING DATE
	Wednesday, 10 Jan 24 @18:30
11	Adjournment
	Meeting adjourned at 21:15

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F. Bohac  
LCol  
Commodore  
250-218-1973

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D. Mondry  
Sgt  
Secretary  
7992

RECOMMENDED/NOT  
RECOMMENDED

APPROVED/ NOT APPROVED

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K. Elmore  
Mgr. FS&R  
8542

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A.C. Moorhead  
Snr Mgr. PSP  
8246

Distribution List:

Info:

D/W Commander

Sr Mgr. PSP

Recreation Coordinator

NPF Accounting Manager

Comms O (for website)