

Port Norfolk Yacht Club
Meeting Minutes – Monthly
May 28, 2024

Meeting called to order by: **K Clifford** at 7:03 PM

Pledge of Allegiance and moment of silence: **Done**

Board Roll Call: (see attendance sheet) **Quorum Present**

New Members: **Probationary to regular for May to be reviewed under executive session.**

April probationary to regular members were Rick Coyne and Dave Gallagher

Recording Secretary Reading of the prior meeting Minutes: **not sure that April minutes were sent for board review. Will do this week and post to website**

Treasurer's Report Q1 vs Prior Year and Full Yr 2023 (Frank Hogan): See 4-page report attached

- MTA made by: **J Piasecki** 2nd: **M Rooney** Result: **Accepted**

Financial Secretary's Report 5.28.2024 (Barbra Hogan):

CUTOFF DATE	5/28/2024
MONTH	May-24
TOTAL DEPOSITS FOR THE MONTH (OPERATIONS)	\$ 46,202.60
YEAR TO DATE DEPOSITS	\$ 185,845.05
YEAR TO DATE BILLING FROM OPERATIONS	\$ 252,583.88
A/R AS OF MONTH CUTOFF	\$ 122,086.20
A/R OVER 60	\$ 5,222.20
YTD CAN RETURNS	\$ -
YTD HALL RENTALS	\$ 2,750.00
ICE	\$ -
ATM	\$ 224.00

- MTA made by: **J Piasecki** 2nd: **W O'Donnell** Result: **Accepted**

Committee Reports :

- Communications and Bills: Standard items, bills, reciprocity cards, and junk mail.
- Auditing: N/A
- Bar: Brad Rigby Attendance has been good; Open Fri/Sat/Sun Potential Live music NRB on 6/9 2-6pm; See new business
- Crane & Equipment: Ed St George N/A
- Dredging: Jim Maloney N/A
- Electrical: Tom Joyce: 7 connector sets are needed. \$1,500 each. Can “box” for total of \$2k
- Entertainment: Kathleen Ellis: Opening Night 6/1, NRB 6/9,
- Environmental & NRWA: John McConville – Progressive
- Mass Bay Yacht Club Association: K Carson -
- Fleet Captain & Boat Insurance : Walter Sprague
- Floats & Float Repair: P1 Ricky Savicke P2 Z Grady
- Grounds: M Hannigan
- Hall Rentals: M Peltier
- HVAC: B Costello
- Ice & Pump-Out: W O’Donnell - ice up & running \$76 last weekend Ice Cooler not to be used for ice pops & personal items
- Labor Control: Mike Rooney (See board or website for update thru last week)
- Launch and Haul: D Baker & J Piasecki; 7 launches complete and 1 left on 6.8.2024
- Lockers & Waste Oil: Gary White
- Marina: D Baker - Progressive
- Membership Committee: Andy Polin Mike Spence re-instated tonight and a few other apps passed in
- Planning Board: Teddy Ahern progressive; Gordie Smith can do welding if needed
- Security: Chris Papadopoulos needs power wire fixed to get camera.
- Water: Joe Queally PRV and backflow done; water heater for tiki open
- WiFi: T Ockerby no report

Old / Unfinished Business:

- None

New Business:

- Hall Rental – we need to make sure that it is a member and/or member sponsored event; non-members should not get the member rate.
 - Motion B Hogan 2nd: M Rooney Member rate \$425 (Excl Social) and Non-member (Incl Social) rate \$850 passes

- Frank Sillers Day 6/7/24
- BWSC - Teddy will appeal; Frank will send info to Teddy
- Fix gap on pier 1 gangway. (Jen)

Good of the Club:

- **Jenn McCarthy – Parking issues still happening despite the email notices**

Motion to adjourn:

- **Motion made by: J Piasecki ; 2nd: T Ahern Result: Approved**
- **Adjourned at 8:01 PM**

Executive Session: Yes

PNYC BOARD OF TRUSTEES ATTENDANCE 2024

DATE: 5/28/2024

Quarterly & Regular Monthly Mtgs

NAME	POSITION	PRESENT	EXCUSED	ABSENT
KEN CLIFFORD	COMMODORE	1		
DON BAKER	VICE-COMMODORE	1		
WARREN O'DONNELL	REAR COMMODORE	1		
FRANK HOGAN	TREASURER	1		
BARBARA HOGAN	FINANCIAL SECRETARY	1		
JIM PIASECKI	RECORDING SECRETARY	1		
RON BROUSSEAU	TRUSTEE '23 AND '24	1		
BRIAN COSTELLO JR	TRUSTEE '23 AND '24		1	
MICHAEL ROONEY	TRUSTEE '23 AND '24	1		
TEDDY AHERN	TRUSTEE '24 AND '25	1		
JOHN MCCONVILLE	TRUSTEE '24 AND '25	1		
BRIAN WHITE	TRUSTEE '24 AND '25		1	
		10	2	0

Present 10

Needed for QUORUM = 7

Quorum Present

**Port Norfolk Yacht Club
Cash Flows Summary
April 30, 2024 and 2023**

	<u>Actual YTD 2024</u>	<u>Actual YTD 2023</u>	<u>Total Actual 2023</u>
Beginning Cash -All Accounts Jan 1st	\$ 331,971	\$ 277,846	\$ 277,846
Revenues			
Dredging receipts	55,160	59,247	140,311
Dues/ Services/ Misc	71,267	84,285	262,490
Lockers/ Social Activity/ Misc	26,418	22,879	74,715
Net Tiki/ Bar (after direct costs)	3,832	2,788	25,367
Total Cash Receipts	\$156,677	169,199	\$502,883
Expenses			
Operating (RE Tax, Utilities, Ins., Steward)	85,480	83,749	174,737
Office & Administrative	8,394	8,496	15,258
Social Activity- Events	2,165	0	20,968
Repair & Maintenance Spending	3,161	38,563	87,646
Sub-total Cash Expenses	99,201	130,808	298,609
Mortgages (fees/int/princ)	50,050	50,050	150,150
Total Cash Disbursements	\$149,251	180,858	\$448,759
Net Cash Increase/ (Decrease)	\$ 7,426	(11,659)	\$ 54,124
Ending Cash -All Accounts Apt 30th	\$ 339,397	266,188	\$ 331,971

Bank Accounts

101 9035 Santander Bank - Operating Account	14,873
102 1503 Heritage - Eagle Bank	49,679
108 Banks for Bar Registers	300
109 3974 Cash Checking Bar Acct	5,532
111 Eagle Premium MM 1318	70,683
112 1078 Pier Repair Account	-
114 8432 Dredging-Sovereign Money Market	-
Undeposited funds	226
Available in Bank Accounts	\$ 141,293
117 Certificates of Deposit	198,105
Ending Cash Balance	\$ 339,397

Cash Flow - comments

Receipts lower due to lower new members -- 1 vs 10 last year
This is \$27,000

Includes \$683 interest since March

Expenditures lower as last year includes Hall Reno of approx \$36,000

Matures 8/18/24 @ 5%

All bank accounts are reconciled. SaDredging accounts were closed in April 2024
Can not quantify club labor or donated materials.

Mortgage Info: Bal Due \$ 709,896 -----Payoff 734,009 Finish = Aug 2029

Payments are scheduled at \$12,512/ mo or \$150,150 per year until Aug, 2029

The Interest Rate Change Date is Dec 2026....Final Payment due Nov 2031

Contact Frank Hogan with questions at fthbmh316@gmail.com or 781-843-9643

See the following pages for disbursement details.

Tasks Completed as of this report

Annual Tax return is completed. Estimated tax payments for 2024 may be \$2,000.

Liquor Liability insurance is renewed. Next renewal is Flood in October.

Boston Water & Sewer - Stormwater charge is \$323.28 per mo = \$3,380 extra per year based on 18 ERU on each property. Total paid in 2023 was \$4,787, 2024 may be well over \$8,500

Port Norfolk Yacht Club Expenses by Vendor Summary

January - April, 2024

	Total	
	Jan - Apr, 2024	Jan - Apr, 2023 (PY)
Utilities		
Boston Water and Sewer	801	805
Comcast	1,590	1,822
Eversource	4,689	5,863
National Grid	1,612	1,767
Northeast Recycling	1,097	1,360
Insurance		
Atlantic Charter Ins Comp	1,179	566
Cavanaugh Insurance		33,447
Inact Insurance	32,839	
Mount Vernon Fire Insurance Co	4,433	3,893
Philadelphia Insurance Co	2,446	
House Mortgage, Taxes, maintenance		
ATCO Supply Co	300	
City of Boston Real Estate	29,368	28,044
Eagle Bank Loan	50,050	50,050
Joyce and Gendreau Jewelers	60	
MBYCA	250	
Miscellaneous	33	19
Prestige Flag	242	205
Richard C Tulimieri Jr	4,225	4,075
Admin, Godwill, etc,		
Adobe Inc	127	
CliftonLarsonAllen LLP		3,019
Constant Contact	98	85
Deluxe for Business	74	248
Eagle Bank	10	28
Erin M Keller	250	
Liberty Printing Co., Inc.	825	785
Lopez the Florist	250	
Nash CPA's LLC	2,000	
QuickBooks Online	1,094	972
QuickBooks Payments	1,262	1,230
Saint Jude Fund		250
Santander Bank	155	140
SCI Global Inc.	160	800
The Boston Home	250	
US Treasury	577	
USPS	166	180
VistaPrint	108	
Not Specified	1,469	877

Repair & Maintenance

Ace Hardware	246	
Amazon	583	614
American Muscle Docks	284	
Ardente		4,645
Braintree Lumber	334	
Corbett Plastering Inc		3,750
Dennis Derenne Electric		3,180
East Coast Marine Services		530
Expert Home Repairs		8,000
Home Depot	540	39
Koopman	986	
Lowes	33	
Metropolitan Pipe		3,094
MM Tile Services Inc		3,500
Ronan953		8,401
Tom Miller / Green Light Demolition		1,100
Wayfair		1,690
Andy Polin - Reimb		659
Bradford Rigby-Reimb		117
Dave Gendreau - reimburse	136	
Jim Piasecki- Reimb	62	359
Kathleen Ellis- Reimb	12	
Ken Clifford- Reimb	721	
Patrick McDonough- Reimb	236	
Shawn Cummings- Reimb		703
Ted Ahern - reimb		300

Bar & Entertainment

Liquor & Wine purchases	1,434	809
A A Busch	3,519	1,723
Burke Distributing Distributing Corp	2,069	681
Anthony Columbus Catering	2,085	
BIG Y	79	174
BJ's	329	
Dollar Tree		8
Lenox-Martell		40
Market Basket	66	76
Mass DOR-bar account	1,489	962
Restaurant Depot	156	60
Shaws	126	137
Stop & Shop	172	
Walmart		8
Windy City Pizza	256	584
Bartenders	2,650	1,720
TOTAL	\$ 162,692	\$ 188,191

Port Norfolk Yacht Club
General Ledger
January - April, 2024

	Date	Num	Name	Amount
600 Club R & M				
605 Work Party Lunch				
	03/30/2024	DC 03.30	BIG Y	33.86
	04/06/2024		Tiki/ Lounge	82.00
	04/06/2024	DC 04.06	Windy City Pizza	255.84
Total for 605 Work Party Lunch				\$ 371.70
610 Hall/ Galley/ Building				
	02/27/2024	DC 02.27	Home Depot	136.43
	04/16/2024	4838	Patrick McDonough- Reimb	236.08
Total for 610 Hall/ Galley/ Building				\$ 372.51
615 Piers/ Markers				
	03/15/2024	DC 03.15	Braintree Lumber	334.16
	03/15/2024	DC 03.15	Koopman	985.50
	03/20/2024	DC 03.20	American Muscle Docks	284.11
	04/06/2024	DC 04.06	Home Depot	381.53
	04/16/2024	4837	Dave Gendreau - reimburse	135.76
Total for 615 Piers/ Markers				\$ 2,121.06
640 Crane & Equipment & Work boat				
	03/26/2024	DC 03.26	Ace Hardware	123.21
	04/04/2024	DC 04.04	Ace Hardware	123.21
	04/26/2024	DC 04.25	Miscellaneous	28.00
Total for 640 Crane & Equipment & Work boat				\$ 274.42
645 Grounds/ Safety & Security				
	02/10/2024	DC 02.10	Home Depot	21.80
Total for 645 Grounds/ Safety & Security				\$ 21.80
Total for 600 Club R & M				\$ 3,161.49

Monday, May 20, 2024 07:49:58 AM GMT-7 - Cash Basis