

**Port Norfolk Yacht Club**  
**Meeting Minutes**  
**June 25, 2024**

Meeting called to order by: **J Piasecki** at **7:00** PM

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

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

**New Members: 4 Probationary Members confirmed as Regular members with 5/28/24 Seniority date: Kevin Bligh, Gene Irwin, Mike Mancuso, and Brian Saravales.**

**Recording Secretary Reading of the prior meeting Minutes: May 28<sup>th</sup> minutes accepted by board and need to be posted to club website; April Quarterly & Monthly minutes were sent to board late and will be reviewed this week**

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

- MTA made by: **J Piasecki** 2<sup>nd</sup>: **W O'Donnel** Result: **Accepted**

**Financial Secretary's Report 6.25.2024 (Barbra Hogan):**

|   |               |
|---|---------------|
| CUTOFF DATE                               | 6/25/2024     |
| MONTH                                     | Jun-24        |
| TOTAL DEPOSITS FOR THE MONTH (OPERATIONS) | \$ 30,217.68  |
| YEAR TO DATE DEPOSITS                     | \$ 216,062.73 |
| YEAR TO DATE BILLING FROM OPERATIONS      | \$ 255,638.45 |
| A/R AS OF MONTH CUTOFF                    | \$ 104,178.27 |
| A/R OVER 60                               | \$ 2,149.07   |
| YTD CAN RETURNS                           | \$ 75.00      |
| YTD HALL RENTALS                          | \$ 4,875.00   |
| ICE                                       | \$ 76.00      |
| ATM                                       | \$ 244.00     |

- MTA made by: **J Piasecki** 2<sup>nd</sup>: **B Costello** Result: **Accepted**

## Committee Reports :

- Communications and Bills: Standard items, bills, reciprocity cards, and junk mail.
- Auditing: N/A
- Bar: Brad Rigby Progressive
- Crane & Equipment: Ed St George No Report
- Dredging: Jim Maloney N/A
- Electrical: Tom Joyce No Report
- Entertainment: Kathleen Ellis: F Hogan reports 94 people for Fathers Day Breakfast and club made ~\$1,200; Xmas in July (7/13) will have limited craft tables, River Rat 8/3,
- Environmental & NRWA: John McConville - Progressive
- Mass Bay Yacht Club Association: K Carson - Meeting here on Friday plan for about 40 people set up 5 tables
- Fleet Captain & Boat Insurance : Walter Sprague No Report
- Floats & Float Repair: P1 Ricky Savicke No Report P2 Z Grady Discussed process of approving work hours for work on Pier 2
- Grounds: M Hannigan No Report
- Hall Rentals: M Peltier B Hogan reports hall rentals booked pretty solid
- HVAC: B Costello Progressive
- Ice & Pump-Out: W O'Donnell Thanks to Ron B and Will Shalit and Matt Mahoney for work done on pump-out. Additional ice deposits will be dropped off tomorrow
- Labor Control: Mike Rooney (See board or website for update thru last week) Secretary to get posted to site
- Launch and Haul: D Baker & J Piasecki; All launches done
- Lockers & Waste Oil: Gary White No Report
- Marina: D Baker Decking needs to be screwed down
- Membership Committee: Andy Polin No Report
- Planning Board: Teddy Ahern After entryway doors are done; we may want to evaluate HVAC for entire clubhouse
- Security: Chris Papadopoulos - J Piasecki reports all four cameras are operational; will look to add more on the marina
- Water: Joe Queally No report
- WiFi: T Ockerby No report. Seems to be working, but spotty on boats;

## Old / Unfinished Business:

- Get board to review menu and come up with a plan for 9/13 Gala. B Hogan to get crew to help (Jennifer, Kathleen, Ken Carson, etc..)

### **New Business:**

- Rich Savicke – 1) wants to replace windows in lockers 4 and 5. He offers to pay for 1 and club the other? (he/we will get pricing) 2) Question about electric tier (T2) that he is being charged for his boat. Request change from T2 to T1 (will be reviewed) 3) He wants to wire locker #5 and get a credit for parts on the bill if he does wiring (Board decides to reimburse)
- Rooney requests that we paint P1 & P2 white electric stripes

### **Good of the Club:**

- **F Hogan - Apparel sales going well. Over \$2,700 in 1 week**

### **Motion to adjourn:**

- Motion made by: **J Piasecki** ; 2<sup>nd</sup>: **R. Brouseau** Result: **Approved**
- Adjourned at **8:02** PM

**Executive Session:** **Yes**

**PNYC BOARD OF TRUSTEES ATTENDANCE 2024****DATE:** 6/25/2024

Quarterly &amp; Regular Monthly Mtgs

| NAME              | POSITION            | PRESENT | EXCUSED | ABSENT |
|-------------------|---------------------|---------|---------|--------|
| KEN CLIFFORD      | COMMODORE           |         | 1       |        |
| DON BAKER         | VICE-COMMODEORE     | 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  
May 31, 2024 and 2023**

|  | <b>Actual YTD<br/>2024</b> | <b>Actual YTD<br/>2023</b> | <b>Total Actual<br/>2023</b> |
|--|----------------------------|----------------------------|------------------------------|
| <b>Beginning Cash -All Accounts Jan 1st</b>  | <b>\$ 331,971</b>          | <b>\$ 277,846</b>          | <b>\$ 277,846</b>            |
| <b>Revenues</b>                              |                            |                            |                              |
| Dredging receipts                            | 61,142                     | 65,814                     | 140,311                      |
| Dues/ Services/ Misc                         | 78,162                     | 98,529                     | 262,490                      |
| Lockers/ Social Activity/ Misc               | 49,783                     | 40,450                     | 74,715                       |
| Net Tiki/ Bar (after direct costs)           | 5,209                      | 4,913                      | 25,367                       |
| <b>Total Cash Receipts</b>                   | <b>\$194,297</b>           | <b>209,706</b>             | <b>\$502,883</b>             |
| <b>Expenses</b>                              |                            |                            |                              |
| Operating (RE Tax, Utilities, Ins., Steward) | 89,800                     | 90,065                     | 174,737                      |
| Office & Administrative                      | 9,175                      | 9,392                      | 15,258                       |
| Social Activity- Events                      | 5,106                      | 2,175                      | 20,968                       |
| Repair & Maintenance Spending                | 4,121                      | 68,700                     | 87,646                       |
| <b>Sub-total Cash Expenses</b>               | <b>108,201</b>             | <b>170,331</b>             | <b>298,609</b>               |
| Mortgages (fees/int/princ)                   | 62,562                     | 62,562                     | 150,150                      |
| <b>Total Cash Disbursements</b>              | <b>\$170,763</b>           | <b>232,894</b>             | <b>\$448,759</b>             |
| <b>Net Cash Increase/ (Decrease)</b>         | <b>\$ 23,533</b>           | <b>(23,188)</b>            | <b>\$ 54,124</b>             |
| <b>Ending Cash -All Accounts May 31st</b>    | <b>\$ 355,504</b>          | <b>254,659</b>             | <b>\$ 331,971</b>            |

**Bank Accounts**

|   |                   |
|---|-------------------|
| 101 9035 Santander Bank - Operating Account | 8,714             |
| 102 1503 Heritage - Eagle Bank              | 67,961            |
| 108 Banks for Bar Registers                 | 300               |
| 109 3974 Cash Checking Bar Acct             | 7,734             |
| 111 Eagle Premium MM 1318                   | 70,948            |
| 112 1078 Pier Repair Account                | -                 |
| 114 8432 Dredging-Sovereign Money Market    | -                 |
| Undeposited funds                           | 1,743             |
| <b>Available in Bank Accounts</b>           | <b>\$ 157,400</b> |
| 117 Certificates of Deposit                 | 198,105           |
| <b>Ending Cash Balance</b>                  | <b>\$ 355,504</b> |

**Cash Flow - comments**

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

Includes \$948 interest since March

Expenditures lower as last year includes Hall Reno & Pumpout of approx \$65,000

Matures 8/18/24 @ 5%

All bank accounts are reconciled. Santander Dredge & Pier accounts were closed in April 2024  
Can not quantify club labor or donated materials.

**Mortgage Info: Bal Due \$ 699,746 -----Payoff 723,159 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**

**Port Norfolk Yacht Club**  
**Expenses by Vendor Summary**  
January - May, 2024

|  | Total           |                         |
|--|-----------------|-------------------------|
|  | Jan - May, 2024 | Jan - May, 2023<br>(PY) |
| <b><i>Utilities</i></b>                          |                 |                         |
| Boston Water and Sewer                           | 1,165           | 911                     |
| Comcast  | 1,987           | 2,277                   |
| Eversource                                       | 6,501           | 7,403                   |
| National Grid                                    | 1,735           | 1,864                   |
| Northeast Recycling                              | 1,806           | 2,260                   |
| <b><i>Insurance</i></b>                          |                 |                         |
| Atlantic Charter Ins Comp                        | 1,179           | 113                     |
| Cavanaugh Insurance                              |                 | 33,447                  |
| Inact Insurance                                  | 32,839          |                         |
| Mount Vernon Fire Insurance Co                   | 4,433           | 3,893                   |
| Philadelphia Insurance Co                        | 2,446           |                         |
| <b><i>House Mortgage, Taxes, maintenance</i></b> |                 |                         |
| ATCO Supply Co                                   | 300             | 378                     |
| City of Boston Real Estate                       | 29,368          | 28,044                  |
| Eagle Bank Loan                                  | 62,562          | 62,562                  |
| Gorham Fire                                      |                 | 479                     |
| Joyce and Gendreau Jewelers                      | 60              | 50                      |
| MBYCA  | 250             | 250                     |
| Miscellaneous                                    | 33              | 63                      |
| Prestige Flag                                    | 242             | 205                     |
| Richard C Tulimieri Jr                           | 5,225           | 5,075                   |
| <b><i>Admin, Godwill, etc,</i></b>               |                 |                         |
| Adobe Inc  | 127             |                         |
| CliftonLarsonAllen LLP                           |                 | 3,019                   |
| Constant Contact                                 | 122             | 106                     |
| Deluxe for Business                              | 74              | 441                     |
| 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                                | 1,110           | 972                     |
| QuickBooks Payments                              | 1,565           | 1,562                   |
| Saint Jude Fund                                  |                 | 250                     |
| Santander Bank                                   | 185             | 190                     |
| SCI Global Inc.                                  | 160             | 800                     |
| The Boston Home                                  | 250             |                         |
| US Treasury                                      | 577             |                         |
| USPS   | 166             | 180                     |
| VistaPrint                                       | 108             |                         |
| Not Specified                                    | 1,469           | 777                     |

**Port Norfolk Yacht Club**  
**Expenses by Vendor Summary**  
January - May, 2024

|  | Total             |                         |
|--|-------------------|-------------------------|
|  | Jan - May, 2024   | Jan - May, 2023<br>(PY) |
| <b><i>Repair &amp; Maintenance</i></b> |                   |                         |
| 2023 Reno & Pumpout                    |                   | 64,934                  |
| Ace Hardware                           | 277               |                         |
| Amazon                                 | 749               | 641                     |
| American Muscle Docks                  | 284               |                         |
| Best Buy                               |                   | 74                      |
| Braintree Lumber                       | 334               |                         |
| East Coast Marine Services             |                   | 530                     |
| Home Depot                             | 540               | 39                      |
| Koopman                                | 957               |                         |
| Lowe's                                 | 33                |                         |
| Wayfair                                |                   | 1,690                   |
| Andy Polin - Reimb                     |                   | 659                     |
| Bradford Rigby-Reimb                   |                   | 117                     |
| Dave Gendreau - reimburse              | 136               |                         |
| David Gallagher reimburse              | 155               |                         |
| Don Baker- Reimb                       | 80                | 1,069                   |
| Jim Piasecki- Reimb                    | 62                | 359                     |
| Joe Queally- riemb                     | 877               |                         |
| Kathleen Ellis- Reimb                  | 12                |                         |
| Ken Clifford- Reimb                    | 721               |                         |
| Patrick McDonough- Reimb               | 236               | 69                      |
| Shawn Cummings- Reimb                  |                   | 703                     |
| Ted Ahern - reimb                      | 1,050             | 300                     |
| William Shalit - reimburse             |                   | 1,401                   |
| <b><i>Bar &amp; Entertainment</i></b>  |                   |                         |
| Liquor & Wine purchases                | 2,872             | 1,880                   |
| A A Busch                              | 5,003             | 2,163                   |
| Burke Distributing Distributing Corp   | 2,855             | 1,107                   |
| Anthony Columbus Catering              | 3,777             | 2,175                   |
| BIG Y                                  | 79                | 207                     |
| BJ's                                   | 387               | 575                     |
| Dollar Tree                            |                   | 8                       |
| Lenox-Martell                          |                   | 40                      |
| Market Basket                          | 66                | 111                     |
| Mass DOR-bar account                   | 1,698             | 1,173                   |
| Restaurant Depot                       | 156               | 60                      |
| Roche Brothers                         | 11                |                         |
| Shaws                                  | 562               | 251                     |
| Stop & Shop                            | 172               |                         |
| Walmart                                |                   | 18                      |
| Windy City Pizza                       | 256               | 584                     |
| Bartenders                             | 3,885             | 2,568                   |
| <b>TOTAL</b>                           | <b>\$ 189,663</b> | <b>\$ 243,892</b>       |

**Port Norfolk Yacht Club**  
**Profit and Loss by Tag Group**  
January - December 2024

|   | Members Night | Opening Night |
|---|---------------|---------------|
| <b>Income</b>   |               |               |
| 352 Events  |               | 4,080         |
| 355 Raffles   |               | 640           |
| Total 350 Social Activity/ Lockers/ Hall Rental & Other | \$ 0          | \$ 4,720      |
| <b>Total Income</b>                                     | \$ 0          | \$ 4,720      |
| <b>Expenses</b>   |               |               |
| 580 Events & Other Social Activity                      | 1,050         | 4,477         |
| 582 Raffle Expenses                                     |               | 199           |
| Total 580 Events & Other Social Activity                | \$ 1,050      | \$ 4,676      |
| <b>Net Income</b>                                       | \$ (1,050)    | \$ 44         |

Wednesday, Jun 12, 2024 10:08:13 AM GMT-7 - Cash Basis