

**Port Norfolk Yacht Club  
Meeting AGENDA – Monthly  
September 24, 2024**

Meeting called to order by: **K Clifford** at **7:00 PM**

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

Board Roll Call: (see attendance sheet) **Done**

New Members: **No new regular members**

Recording Secretary Reading of the prior meeting Minutes: No request to read Accepted  
Treasurer's Report Q1 vs Prior Year and Full Yr 2023 (Frank Hogan): **See attached 5-page report**

MTA made by: **T Ahern** 2<sup>nd</sup>: **M Rooney** Result: **Accepted**

Financial Secretary's Report (Barbra Hogan):

CUTOFF DATE	9/24/2024
MONTH	Sep-24
TOTAL DEPOSITS FOR THE MONTH (OPERATIONS)	\$ 64,390.91
YEAR TO DATE DEPOSITS	\$ 401,869.44
	\$ -
YEAR TO DATE BILLING FROM OPERATIONS	\$ 357,114.33
A/R AS OF MONTH CUTOFF	\$ 41,176.43
A/R OVER 60	\$ 6,477.20
YTD CAN RETURNS	\$ 75.00
YTD HALL RENTALS	\$ 5,725.00
ICE	\$ 1,410.00
ATM	\$ 524.00

• MTA made by: **R Brousseau** 2<sup>nd</sup>: **J Piasecki** Result: **Accepted**

## Committee Reports :

- Communications and Bills: MBYCA Invoice for 2024
- Auditing: Barry Greene - N/A
- Bar: Brad Rigby No Report
- Crane & Equipment: Ed St George - No Report
- Dredging: Jim Maloney N/A
- Electrical: Tom Joyce: No Report (See old business)
- Entertainment: Kathleen Ellis:
- Environmental & NRWA: John McConville - gave status update on work done 4 miles up above damn down removed 6k tons of material and more this fall. Phase 2 will focus on within 3 miles of damn. No down stream work scheduled yet.
- Mass Bay Yacht Club Association: K Carson - No report
- Fleet Captain & Boat Insurance : Walter Sprague - No Report
- Floats & Float Repair: P1 Ricky Savicke : No Report P2 Z Grady: No Report
- Grounds: M Hannigan No Report but two cleanups done including AC units cleared
- Hall Rentals: M Peltier No Report
- HVAC: B Costello Progressive
- Ice & Pump-Out: W O'Donnell Ice \$131 month \$1,541 YTD
- Labor Control: Mike Rooney (see the hours posted on board in members lounge)
- Launch and Haul: D Baker & J Piasecki; 2+ Haul dates are done. 5 haul dates are left 9/30, 10/5, 10/7, 10/23, and 10/30. ALL BOAT OWNERS NEED TO MAKE SURE THAT THEIR BOATS, BLOCKING, STANDS, AND PLYWOOD ARE IN OPERATING ORDER BEFORE THEIR SCHEDULED HAUL DATE. IT IS UNFAIR TO OTHER BOATERS WHO ARE READY TO BE WAITING AROUND OR HAVING THEIR BLOCKING AND STANDS USED BY A BOATER THAT IS NOT READY
- Lockers & Waste Oil: Gary White No Report
- Marina: D Baker Progressive
- Membership Committee: Andy Polin No Report
- Planning Board: Teddy Ahern Progressive
- Security: Chris Papadopoulos No report
- Water: Joe Queally J Piasecki to follow-up with Joe on shut-off date
- WiFi: T Ockerby No Report

## Old / Unfinished Business:

**Electrical Plan – Assemble information with estimated cost and timeline to present to the body at Oct Quarterly and get spend approval if over \$5k (Pretty much guaranteed)**

FYI – bank switch from Santander to Metro Credit Union is in process. Metro will be used as local bank for the bar

Need to follow-up on paperwork and insurance coverage for Bar Mgr to be on Liquor License.

Need to plan to finish foyer, entryway doors (6 weeks out; \$10k-\$15k), and front of club

#### **New Business:**

Need to select election committee for 10/22/2024 to run the poll and count the votes

Gotta remove abandoned boats from yard. And make sure that additional boats don't end up abandoned in our yard. Need to chase down all amounts owed

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

Need to contact TRYC about invasion for 2025. They actually have an invasion at PNYC tentatively scheduled for 7/11/2025 on their calendar.

#### **Motion to adjourn:**

- Motion made by: J Piasecki ; 2<sup>nd</sup>: M Rooney Result: Accepted
- Adjourned at 7:54 PM

**Executive Session: YES**

**PNYC BOARD OF TRUSTEES ATTENDANCE 2024****DATE:** 9/24/2024

Quarterly &amp; Regular Monthly Mtgs

NAME	POSITION	PRESENT	EXCUSED	ABSENT
KEN CLIFFORD	COMMODORE	1		
DON BAKER	VICE-COMMODE	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		
		<b>12</b>	<b>0</b>	<b>0</b>
Present	12			
Needed for QUORUM =	7	<b>Quorum Present</b>		



**Port Norfolk Yacht Club  
Cash Flows Summary  
August 31, 2024 and 2023**

	Actual YTD 2024	Actual YTD 2023	Total Actual 2023
<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	99,544	102,376	140,311
Dues/ Services/ Misc	175,350	189,394	262,490
Lockers/ Social Activity/ Misc	75,159	63,642	74,715
Net Tiki/ Bar (after direct costs)	19,919	11,989	25,367
<b>Total Cash Receipts</b>	<b>\$369,972</b>	<b>367,401</b>	<b>\$502,883</b>
<b>Expenses</b>			
Operating (RE Tax, Utilities, Ins., Steward)	124,551	126,155	174,737
Office & Administrative	12,551	12,373	15,258
Social Activity- Events	20,121	16,294	20,968
Repair & Maintenance Spending	14,080	72,458	87,646
<b>Sub-total Cash Expenses</b>	<b>171,303</b>	<b>227,279</b>	<b>298,609</b>
Mortgages (fees/int/princ)	100,100	100,100	150,150
<b>Total Cash Disbursements</b>	<b>\$271,403</b>	<b>327,379</b>	<b>\$448,759</b>
<b>Net Cash Increase/ (Decrease)</b>	<b>\$ 98,569</b>	<b>40,021</b>	<b>\$ 54,124</b>
<b>Ending Cash -All Accounts August 31st</b>	<b>\$ 430,540</b>	<b>317,868</b>	<b>\$ 331,971</b>

**Bank Accounts**

101 9035 Santander Bank - Operating Account	1,110
102 1503 Heritage - Eagle Bank	40,355
108 Banks for Bar Registers	300
109 3974 Cash Checking Bar Acct	16,499
111 Eagle Premium MM 1318	601
112 1078 Pier Repair Account	-
114 8432 Dredging-Sovereign Money Market	-
Undeposited funds	675
<b>Available in Bank Accounts</b>	<b>\$ 59,540</b>
117 Certificates of Deposit	371,000
<b>Ending Cash Balance</b>	<b>\$ 430,540</b>

**Cash Flow - comments**

Receipts lower due to lower new members -- 2 vs 16 last year  
Dredge = \$12,600, Dues etc = \$29,400

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

Matures Dec 20th for \$376,945

The total interest from CD's & MM will be at least \$17,250, less taxes of \$3,203- net \$14,047  
Can not quantify club labor or donated materials.

**Mortgage Info: Bal Due \$ 669,014 -----Payoff 691,972 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.

***Important Cash Decissions due by December***

How much of \$376,945 should be used to paydown the mortgage?? \$250,000 ?  
Existing obligations/ appropriations per last report approx \$27,500

Event reporting includes 100th Gala & Aniversary book as of Sept 19th

# Port Norfolk Yacht Club

## Expenses by Vendor Summary

January - August, 2024

	Total	
	Jan - Aug, 2024	Jan - Aug, 2023 (PY)
<b>Utilities</b>		
Boston Water and Sewer	3,740	2,979
Comcast	3,180	3,644
Eversource	16,338	17,027
National Grid	1,879	2,004
Northeast Recycling	3,636	4,060
<b>Insurance</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>House Mortgage, Taxes, maintenance</b>		
ATCO Supply Co	818	1,080
City of Boston -Liq Lic & Assmb Prmt	250	250
City of Boston Real Estate	43,732	42,088
Eagle Bank Loan	100,100	100,100
GoDaddy.com	217	204
Gorham Fire		479
Joyce and Gendreau Jewelers	331	50
MBYCA	250	1,175
Miscellaneous	2,127	369
Prestige Flag	242	1,365
Richard C Tulimieri Jr	8,550	8,325
Tolman Mfg. & Supply Co.	102	1
<b>Admin, Godwill, etc,</b>		
Adobe Inc	127	
CliftonLarsonAllen LLP		3,019
Constant Contact	196	176
Deluxe for Business	74	441
Eagle Bank	35	28
Erin M Keller	250	
Liberty Printing Co., Inc.	825	785
Lopez the Florist	513	
Nash CPA's LLC	2,000	
QuickBooks Online	766	995
QuickBooks Payments	2,704	2,467
Saint Jude Fund		250
Santander Bank	275	280
SCI Global Inc.	320	1,280
Staples		41
The Boston Home	250	
US Treasury	1,077	
USPS	189	246
VENMO - Eagle 1503	34	
VistaPrint	108	
Not Specified	2,869	3,037

# Port Norfolk Yacht Club

## Expenses by Vendor Summary

January - August, 2024

	Total	
	Jan - Aug, 2024	Jan - Aug, 2023 (PY)
<b>Repair &amp; Maintenance</b>		
2023 Reno & Pumpout	0	37,573
Bert's Electric Supply	339	2,499
Ronan953	4,586	24,861
Ace Hardware	702	
Amazon	1,267	873
American Muscle Docks	284	
Andrews Painting, Inc		471
Best Buy		1,456
Braintree Lumber	334	
Drive In Paint Mart	63	
East Coast Marine Services		530
Etrailer.com	339	
Harbor Freight	58	
Home Depot	761	962
Home Electrical LLC	540	
Karas & Karas Glass Co., Inc		253
Koopman	957	
Lowe's	33	
Wayfair		1,690
Andy Polin - Reimb		695
Atha Haberis- Reimb	73	
Barry Greene - reimb	737	
Bob Savicke - reimb	51	
Bradford Rigby-Reimb		363
Brian Saravelas Riemb		178
Dave Gendreau - reimburse	136	
David Gallagher reimburse	155	
Don Baker- Reimb	80	1,131
El Casey- Reimb	124	
Gene Irwin - reimburse		7
Jim Piasecki- Reimb	62	359
Joe Queally- riemb	877	1,067
John McManus- Reimb	692	1,005
Kathleen Ellis- Reimb	197	739
Ken Clifford- Reimb	996	149
Kevin Bligh - reimb		882
Kris Creighton -reimburs	1,594	
Larry Pacino reimb	475	
Patrick McDonough- Reimb	236	69
Shawn Cummings- Reimb		703
Steve Wells reimb	277	
Ted Ahern - reimb	1,050	300
Walter Sprague Reimb		274
Will Shalit - reimburse	332	1,401

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

	<b>Total</b>	
	<b>Jan - Aug, 2024</b>	<b>Jan - Aug, 2023 (PY)</b>
<b>Bar &amp; Entertainment</b>		
Liquor & Wine purchases	7,565	4,616
A A Busch	8,389	6,586
Burke Distributing Distributing Corp	4,907	4,087
Anthony Columbus Catering	3,777	5,282
BIG Y	185	505
BJ's	1,152	1,288
Costco Wholesale	17	68
Dollar Tree	82	19
Dunkin Donuts		44
Etsy	2,347	
Hottsmoke		1,488
Jimmy Coyne Promotions	6,161	2,706
Lambert's Market	487	171
Lenox-Martell		40
Market Basket	102	111
Mass DOR-bar account	3,415	2,602
Ocean State	34	41
Restaurant Depot	255	495
Roche Brothers	11	
Shaws	1,771	979
Stop & Shop	370	212
Super Flash T-Shirts		780
Venezia Rest	500	
Walmart	509	18
Windy City Pizza	256	584
Bartenders	6,105	6,668
<b>TOTAL</b>	<b>\$ 305,806</b>	<b>\$ 355,578</b>

Thursday, Sep 19, 2024 10:59:34 AM GMT-7 - Cash Basis



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

	Christmas in July	Father's Day	MBYCA Meeting	Member s Night	Opening Night	River Rat Run
<b>Income</b>						
352 Events	1,055	1,880			4,080	726
355 Raffles	525	725			640	
<b>Total Income</b>	<b>1,580</b>	<b>2,605</b>	<b>-</b>	<b>-</b>	<b>4,720</b>	<b>726</b>
<b>Expenses</b>						
580 Events & Other Social Activity	1,155	1,302	607	1,050	4,752	200
582 Raffle Expenses	200	198			199	
<b>Total Expenses</b>	<b>1,355</b>	<b>1,500</b>	<b>607</b>	<b>1,050</b>	<b>4,951</b>	<b>200</b>
<b>Net Income</b>	<b>225</b>	<b>1,105</b>	<b>(607)</b>	<b>(1,050)</b>	<b>(231)</b>	<b>526</b>

	100th Anniv Sponsors	100th Gala	Sept 28thGrill ing	Totals
<b>Income</b>				
352 Events	5,775	11,500		25,016
355 Raffles		1,645		3,535
<b>Total Income</b>	<b>5,775</b>	<b>13,145</b>	<b>-</b>	<b>28,551</b>
<b>Expenses</b>				
580 Events & Other Social Activity	1,501	15,770	224	26,560
582 Raffle Expenses		525		1,122
<b>Total Expenses</b>	<b>1,501</b>	<b>16,295</b>	<b>224</b>	<b>27,682</b>
<b>Net Income</b>	<b>4,274</b>	<b>(3,150)</b>	<b>(224)</b>	<b>869</b>