

**Port Norfolk Yacht Club
Meeting Minutes – Monthly
May 27, 2025**

Meeting called to order by: **Don Baker** at **7:00** PM

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

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

New Members: **No new regular or probationary members presented**

Recording Secretary Reading of the prior meeting Minutes: **No**

Treasurer’s Report Apr vs Prior Year and Full Yr 2024 (Frank Hogan):

- MTA made by: **J. Piasecki** 2nd: **R. Brousseau** Result: **Accepted**

Financial Secretary’s Report 5.27.2025 (Barbra Hogan):

	2025	4/21/2025	5/28/2025
MONTH		Apr-25	May-25
TOTAL DEPOSITS FOR THE MONTH (OPERATIONS)		\$ 23,085.00	\$ 67,885.68
YEAR TO DATE DEPOSITS		\$ 134,962.40	\$ 202,848.08
YEAR TO DATE BILLING FROM OPERATIONS		\$ 157,153.45	\$ 283,775.10
MEMBER A/R AS OF MONTH CUTOFF		\$ 56,337.50	\$ 103,769.71
MEMBER A/R OVER 60		\$ 910.00	\$ 2,212.50
A/R NON-MEMBER		\$ 26,969.00	\$ 33,069.00
YTD HALL RENTALS		\$ 2,125.00	\$ 4,250.00
ICE			\$ -
ATM		\$ 225.00	\$ 225.00

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

Committee Reports :

- Communications and Bills: Normal junk mail, bills, & payments
- Auditing: Barry Greene N/A
- Bar: Brad Rigby Discussed Hall Rental Rules member party rate (\$425) is for a member or member's immediate family vs non-member but member sponsored party rate (\$825) is for non-member immediate family events such as neighbor's bridal shower, CTE even, friend from work birthday party, etc.. and fact that sponsor member or proxy member need to be present for the party
- Crane & Equipment: Ed St George no report
- Dredging: Jim Maloney N/A
- Electrical: Tom Joyce no report
- Entertainment: Kathleen Ellis NRB playing 6/14; Fathers' Day Brunch 6/15
- Environmental & NRWA: John McConville Progressive
- Fleet Captain & Insurance : Walter Sprague No report, but JP to provide Walter w/ spreadsheet & send email reminding members of insurance requirements
- Floats & Float Repair: P1 D Farina P2 Z Grady no reports
- Grounds: Jim Flynn no report
- Hall Rentals: M Peltier no report Multiple Rental events for June
- Ice & Pump-Out: W O'Donnell - Jack McDonald helping out
- Labor Control: Mike Rooney (see the hours posted on board in members lounge)
- Launch and Haul: J Piasecki Wed/Thu Launches; Email regarding plugging in to be sent out
- Lockers & Waste Oil: Gary White: - Re-issue oil recycling email because dopey members are leaving oil recycle containers open after use which causes them to fill with water when it rains and some are leaving non-oil items there like gasoline and antifreeze. Club does not recycle these items and members are NOT supposed to leave them at the club
- Marina: W O'Donnell - all set with move & transient requests
- Mass Bay: K Carson Boston Harbor Events Schedule; Tall Ships 7/11/2026 – JP to publish
- Membership Committee: Andy Polin There will be 3 or 4 probationary members for June
- Planning Board: Teddy Ahern no report
- Security: Chris Papadopoulos no report
- Snow: Tom Cavanaugh: N/A
- Water: Joe Queally no report

Old / Unfinished Business:

- Frank pulled Ad Book vendors and sent to board members
- No changes to be made to “dredging fees” language. These fees are used to pay down the mortgage used to pay for the last dredge.
- Follow-up on waste oil & other waste out there (Clean Harbors or someone else)

New Business:

- **Discussion about new dock carts ; we have 3 and they need to be labelled for clean household items only**

Good of the Club:

- **Discussion about whether we should take chain off gate and open/close manually in morning/night until a permanent solution is put into place**
- **Discussion about whether we should get some “mobile” ladders for the docks in case someone is in the water and cannot get out**

Motion to adjourn:

- **Motion made by: M. Rooney ; 2nd: J Piasecki Result: Accepted**
- **Adjourned at 8:05 PM**

Executive Session: Yes

PNYC BOARD OF TRUSTEES ATTENDANCE 2025

DATE: 5/27/2025

Quarterly & Regular Monthly Mtgs

NAME	POSITION	PRESENT	EXCUSED	ABSENT
DON BAKER	COMMODORE	1		
WARREN O'DONNELL	VICE-COMMODORE	1		
RON BROUSSEAU	REAR COMMODORE	1		
FRANK HOGAN	TREASURER	1		
BARBARA HOGAN	FINANCIAL SECRETARY	1		
JIM PIASECKI	RECORDING SECRETARY	1		
TEDDY AHERN	TRUSTEE '24 AND '25		1	
JOHN MCCONVILLE	TRUSTEE '24 AND '25	1		
BRIAN WHITE	TRUSTEE '24 AND '25	1		
BRIAN COSTELLO JR	TRUSTEE '25 AND '26	1		
MICHAEL ROONEY	TRUSTEE '25 AND '26	1		
PHIL SKRABUT	TRUSTEE '25 AND '26	1		
		11	1	0

Present 11
 Needed for QUORUM = 7

Quorum Present

**Port Norfolk Yacht Club
Cash Flows Summary
April 30, 2025 and 2024**

	<u>Actual YTD 2025</u>	<u>Actual YTD 2024</u>	<u>Total Actual 2024</u>
Beginning Cash -All Accounts Jan 1st	\$ 442,801	\$ 331,971	\$ 331,971
Revenues			
Dredging receipts	61,311	55,160	133,962
Dues/ Services/ Misc	85,909	81,195	231,557
Lockers/ Social Activity/ Misc	17,462	16,490	105,911
Net Tiki/ Bar (after direct costs)	3,246	3,832	29,728
Total Cash Receipts	\$167,928	156,677	\$501,158
Expenses			
Operating (RE Tax, Utilities, Ins., Steward)	92,626	85,239	167,594
Office & Administrative	8,878	8,635	18,228
Social Activity- Events	616	2,165	36,116
Repair & Maintenance Spending	66,207	3,161	18,240
Sub-total Cash Expenses	168,326	99,201	240,178
Mortgages (fees/int/princ)	102,550	50,050	150,150
Total Cash Disbursements	\$270,876	149,251	\$390,327
Net Cash Increase/ (Decrease)	\$ (102,948)	7,426	\$ 110,831
Ending Cash -All Accounts April 30th	\$ 339,854	339,397	\$ 442,801

Bank Accounts

102 1503 Heritage - Eagle Bank	7,477
106 8800 Metro CU - Bar Business	6,441
108 Banks for Bar Registers	300
111 Eagle Premium MM 1318	325,636
Undeposited funds	0
Ending Cash Balance	\$ 339,854

Cash Flow - comments

Receipts include 4 probationary vs 1 last year = + \$9,300
Disbursed are as planned.

Mortgage Info: Bal Due \$ 532,510 -----Payoff 545,119 Cur Rate 3.875%
Interest rate change tracking; May 2025 7.080% (FHLB Advanced +2.75)
The Interest Rate Change Date is Oct 2026....Final Payment due Nov 2031

Contact Frank Hogan with questions at fthbhm316@gmail.com or 781-843-9643

See the following pages for disbursement details.

Existing obligations/ appropriations include; thru 5/21	Approp	Spent	Remain
2024 Unspend Reno appropriations - to finish hall	7,351		7,351
April 2024 appropriation for 2 entry doors	15,000		15,000
Jan 2025 Electrical repair - Pier 1	110,000	41,625	68,375
Jan 2025 Decking repairs/ replace	25,000	32,897	(7,897)

All Compliance Reporting Completed through March includes;

2024 Tax & Information returns to IRS;// Form ABC & Personal Property to City of Boston,
Application details for Commercial Liability Insurance renewal effect 3/15;// Worker Comp Audit
Certificate of Directors & Officers to Secretary of Commonwealth;// Covenants to Eagle Bank

Port Norfolk Yacht Club
Expenses by Vendor Summary
 January - April, 2025

	Total	
	Jan - Apr, 2025	Jan - Apr, 2024 (PY)
<i>Repair & Maintenance</i>		
Ace Hardware	143	246
Allied Bolt & Screw Corp	764	
Amazon	29	583
American Muscle Docks	475	284
Badger Machine Works Inc	10,500	
Beacon Building Products	2,370	
Braintree Lumber		334
Home Depot	574	540
HydroHoist LLC	12,757	
Jack Connolly	800	
Koopman	2,139	986
Lowes		33
Nassau National Cable Corp	14,272	
National Equipment Brokers, LLC	1,266	
Neponsit Circle Car Wash		28
Timberline Enterprises, LLC	336	
William Callahan Carpentry	1,130	
Barry Greene - reimb	86	
Dave Gendreau - reimburse		136
Dennis Kulezsa reimb	3,378	
Don Baker- Reimb	893	
Edward St George- Reimb	696	
Jim Piasecki- Reimb	3,985	62
John McManus- Reimb	2,559	
Kathleen Ellis- Reimb		12
Ken Clifford- Reimb		721
Kris Creighton -reimburs	97	
Patrick McDonough- Reimb		236
Paul Roche reimb	77	
Steve Wells reimb	8,419	
Ted Ahern - reimb	264	

Port Norfolk Yacht Club
Expenses by Vendor Summary
 January - April, 2025

	Total	
	Jan - Apr, 2025	Jan - Apr, 2024 (PY)
Utilities		
Boston Water and Sewer	1,657	801
Comcast	1,769	1,590
Eversource	4,612	4,689
National Grid	2,158	1,612
Northeast Recycling	2,520	1,097
Insurance		
Atlantic Charter Ins Comp		1,179
Inact Insurance		32,839
Mount Vernon Fire Insurance Co	4,202	4,433
MS Peltier Insurance Services LLC	34,590	
Philadelphia Insurance Co	3,921	2,446
The Hartford	754	
House Mortgage, Taxes, maintenance		
ATCO Supply Co	326	300
City of Boston Real Estate	30,139	29,368
Eagle Bank Loan	102,550	50,050
Encore-Gorham Fire	353	
Joyce and Gendreau Jewelers		60
MBYCA	250	250
Miscellaneous	177	5
Prestige Flag		242
Richard C Tulimieri Jr	4,225	4,225
Admin, Godwill, etc,		
Adobe Inc	127	127
Constant Contact	98	98
Deluxe for Business		74
Eagle Bank		10
Erin M Keller		250
Liberty Printing Co., Inc.	374	825
Lopez the Florist	316	250
Nash CPA's LLC	2,250	2,000
QuickBooks Online	927	1,094
QuickBooks Payments	1,340	1,262
Santander Bank	-15	155
SCI Global Inc.	160	160
Staples	253	
The Boston Home		250
US Treasury	1,892	577
USPS	219	166
VistaPrint		108
Not Specified	-152	1,469

Port Norfolk Yacht Club
Expenses by Vendor Summary
 January - April, 2025

	Total	
	Jan - Apr, 2025	Jan - Apr, 2024 (PY)
<i>Bar & Entertainment</i>		
Liquor & Wine purchases	1,132	1,434
Burke Distributing Corp	1,536	2,069
Quality Beverage	3,043	3,519
Anthony Columbus Catering		2,085
BIG Y	176	79
BJ's	461	329
Etsy	289	
Market Basket	27	66
Mass DOR-bar account	1,321	1,489
Restaurant Depot	327	156
Shaws	286	126
Stop & Shop		172
Walmart	25	
Windy City Pizza	247	256
Bartenders	2,378	2,650
TOTAL	\$ 281,246	\$ 162,692

Thursday, May 22, 2025 07:09:29 AM GMT-7 - Cash Basis

Projects Appropriated @ January Body Meeting

Tracking Through 5/21/2025

<u>Pier 1 Mains # 13 and #14</u>	<u>Approp \$\$</u>	<u>Spend \$\$</u>	ref #
Lumber & deck screws	2,130	6,465	1
Diamond plates & adheasives	17,200	11,060	2
Floats/ Hardware/ unseen structural	5,670	15,372	3
Totals	25,000	32,897	

Notes to spending;

Lumber order reconfigured to include joist repairs & T-float & Fingers
 Hardware increased for unseen wear & tare
 Approp \$\$ did not include plumbing on #13 & 314
 Approp \$\$ did not include 8 Floats purchased

<i>Spending through May 21st includes;</i>		<u>\$\$ by Ref #</u>	
Dennis Kulazsa reimb	Riverhead Bldg Supply/ Lansing Bldg Proc	2,818	1
Koopman & Don Baker reimb & Timberline		3,647	1
Badger Machine Works	diamond plates	10,500	2
Dennis Kulazsa reimb	adheasives & tape	560	2
Home Depot	paint for galvanize hdwr	888	3
Allied Bolt & Screw	includes thru Steve Wells & J Piasecki	6,201	3
Dockhardware.com	includes thru Steve Wells	2,623	3
Dock Boxes Unlimited	8 floats	3,101	3
McManus reimb	Economy Plumbing	2,559	3
			15,372

<u>Electrical repairs</u>	<u>Approp \$\$</u>	<u>Spend \$\$</u>	ref #	<u>Not Approp in Estimate</u>
Terminal Block/ Boxes/ Welding	18,800		1	
Metric Male & Female/ supports	23,268	14,426	2	35,896
Pedestals - 4	6,400	12,757	3	38,400
Cable (original est includes mix)	57,700	14,442	4	
Panelboard	-			36,200
other misc	3,832		5	
Totals	110,000	41,625		110,496

Notes to spending;

Plan includes testing to identify replacement repairs needed.
 Metric conection was reduced from 12 to 4 for the appropriation vote.
 Pedestals were for 28 in the estimate, reduced to 4. -Ordered 6 with breakers
 Panelboard was not included until all pier repairs are completed. As Permits will be Required

<i>Spending through May 21st includes;</i>		<u>\$\$ by Ref #</u>	
Controller Service & Sales	400 ft per quote SJ1546R	14,426	2
HydroHoist LLC	6 Pedestals	12,757	3
Nassau National Cable Corp	plus tape etc	14,442	4

Other Repair & Maintenance spending **\$ 8,097**