

**Port Norfolk Yacht Club**  
**Meeting Minutes – QUARTERLY**  
**April 23, 2024**

Meeting called to order by: **K Clifford** at **7:04** PM

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

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

New Members: **No new members probationary; Will Chauvet request to come back in as Reg member from Social**

Recording Secretary Reading of the prior meeting Minutes: **Sent 3.26.2024 monthly minutes to Board on 3.28.2024. They were approved and posted to club website; No request to read prior meeting minutes**

Treasurer's Report Q1 vs Prior Year and Full Yr 2023 (Frank Hogan): See 3-page report attached

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

Financial Secretary's Report 3.25.2024 (Barbra Hogan):

CUTOFF DATE	3/31/2024
MONTH	Q1 2024
TOTAL DEPOSITS FOR THE MONTH (OPERATIONS)	\$ 37,808.69
YEAR TO DATE DEPOSITS	\$ 102,332.95
YEAR TO DATE BILLING FROM OPERATIONS	\$ 124,682.12
A/R AS OF MONTH CUTOFF	\$ 77,835.66
A/R OVER 60	\$ 507.50
YTD CAN RETURNS	\$ -
YTD HALL RENTALS	\$ 1,475.00
ICE	0
ATM	\$ 224.00

- MTA made by: **R Brousseau** 2<sup>nd</sup>: **K Ellis** Result: **Accepted**

## Committee Reports :

- Communications and Bills: [Standard items, bills, reciprocity cards, and junk mail.](#)
- Auditing: [Barry Greene](#) - Clean Report Given with exception of question why \$650 was spent on 2024 chits that we were not going to use
- Bar: [Brad Rigby](#) Highlights given by F Hogan in B Rigby's absence. Bar revenue and profit up roughly 78% and 71%, respectively year over year.
- Crane & Equipment: [Ed St George](#) - Progressive
- Dredging: [Jim Maloney](#) N/A
- Electrical: [Tom Joyce](#): Pier I reversed polarity issues have been reported and will be addressed
- Entertainment: [Kathleen Ellis](#): Members; Night this Saturday & RSVPs due on Fri
- Environmental & NRWA: [John McConville](#) – Nothing new since last PNYC mtg. Next Environmental Mtg will be Wed 5/1 at 7pm
- Mass Bay Yacht Club Association: [K Carson](#) - Need to get our membership/boat listing to MBYC association (J Piasecki to handle)
- Fleet Captain & Boat Insurance : [Walter Sprague](#) - Potential invasion date with OHYC not determined yet; Reached out to TRYC to inform them that we probably will not participate in an invasion with them this year
- Floats & Float Repair: P1 [Ricky Savicke](#) No Report P2 [Z Grady](#) No Report
- Grounds: [M Hannigan](#) No Report
- Hall Rentals: [M Peltier](#)
- HVAC: [B Costello](#) Progressive men's room vent done; women's & hallway vent's to be done
- Ice & Pump-Out: [W O'Donnell](#) Waiting on warmer weather to start making ice
- Labor Control: [Mike Rooney](#) (See board or website for update thru 4/15)
- Launch and Haul: [D Baker & J Piasecki](#); One down and six to go; Next launch is Sat 4.27
- Lockers & Waste Oil: [Gary White](#) Progressive
- Marina: [D Baker](#) Progressive
- Membership Committee: [Andy Polin](#) 1 social membership application passed in
- Planning Board: [Teddy Ahern](#) No report given; discussion regarding 2 new entry door; Motion made by J Piasecki and seconded to appropriate \$15k for 2 new doors subject to getting two quotes.
- Security: [Chris Papadopoulos](#) No Report
- Water: [Joe Queally](#) J Piasecki reports that water on piers will be finished on Sat 4/27
- WiFi: [T Ockerby](#) No Report

## Old / Unfinished Business:

- We need to come up with a vetting criteria to determine who can rent the hall.
- 100<sup>th</sup> Anniversary Dinner
  - Friday 9/13 open (other dates not good: mid-Aug weekends, Labor Day weekend, etc.); T Ahern to check with Venezia on carving stations with different dietary options
  - Get group together to pick and organize picture/photos....Send email out to membership to get photos, pick photos, categorize them for display at club and at 100<sup>th</sup> Dinner
- Discussion on producing a Commemorative 100<sup>th</sup> Anniversary Book. Rough cost estimates for a 60-70 page book were \$1,800-\$2,300 and \$1,800-\$2,900 from two print vendors. Revenue \$100 for Full Page and \$50 for Half Page. A Coutlis to provide proposal to board.

## New Business:

- Vote on Proposed ByLaw addition attached - 20+ Yays vs 2 Nays motion passes
- Jen McCarthy motions for vote to keep entertainment chit system in place for 2024 and delay an potential changes to 2025. Motion was seconded and voted – 12 Yays; 8 Nays, motion passes and chit system will remain in place and chits distributed for 2024

## Good of the Club:

- None

## Motion to adjourn:

- Motion made by: J Piasecki ; 2<sup>nd</sup>: K Ellis Result: Accepted
- Adjourned at 8:12 PM

Executive Session: No (See Monthly Mtg)



**Port Norfolk Yacht Club  
Cash Flows Summary  
March 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	36,921	34,361	140,311
Dues/ Services/ Misc	52,429	46,001	262,490
Lockers/ Social Activity/ Misc	11,407	6,414	74,715
Net Tiki/ Bar (after direct costs)	2,527	1,479	25,367
<b>Total Cash Receipts</b>	<b>\$103,283</b>	<b>88,255</b>	<b>\$502,883</b>
<b>Expenses</b>			
Operating (RE Tax, Utilities, Ins., Steward)	29,936	59,986	174,737
Office & Administrative	6,885	6,417	15,258
Social Activity- Events	2,165	0	20,968
Repair & Maintenance Spending	1,919	24,987	87,646
<b>Sub-total Cash Expenses</b>	<b>40,905</b>	<b>91,390</b>	<b>298,609</b>
Mortgages (fees/int/princ)	37,537	37,537	150,150
<b>Total Cash Disbursements</b>	<b>\$78,443</b>	<b>128,928</b>	<b>\$448,759</b>
<b>Net Cash Increase/ (Decrease)</b>	<b>\$ 24,841</b>	<b>(40,673)</b>	<b>\$ 54,124</b>
<b>Ending Cash -All Accounts Mar 31st</b>	<b>\$ 356,811</b>	<b>237,174</b>	<b>\$ 331,971</b>

**Bank Accounts**

101 9035 Santander Bank - Operating Account	17,030
102 1503 Heritage - Eagle Bank	62,341
108 Banks for Bar Registers	300
109 3974 Cash Checking Bar Acct	8,467
111 Eagle Premium MM 1318	70,420
112 1078 Pier Repair Account	-
114 8432 Dredging-Sovereign Money Market	-
Undeposited funds	150
<b>Available in Bank Accounts</b>	<b>\$ 158,707</b>
117 Certificates of Deposit	198,105
<b>Ending Cash Balance</b>	<b>\$ 356,811</b>

**Cash Flow - comments**

The cash balance increased by approx \$25k for the quarter. The Commercial insurance of \$33k is paid after March.

Interest @ 4.65% for March

Matures 8/18/24 @ 5%

All bank accounts are reconciled  
Can not quantify club labor or donated materials.

**Mortgage Info: Bal Due \$ 720,091 -----Payoff 744,449 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. They were filed by March 19th, with a tax payment of \$77.

EFTPS established with the IRS for estimated tax payments required for 2024.

Liquor Liability insurance is renewed.

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

	Total Jan - Mar, 2024	Jan - Mar, 2023 (PY)
<b>Utilities</b>		
Boston Water and Sewer	560	637
Comcast	1,193	1,366
Eversource	3,473	4,550
National Grid	1,331	1,470
Northeast Recycling	777	735
<b>Insurance</b>		
Atlantic Charter Ins Comp	1,179	566
Cavanaugh Insurance		33,447
Philadelphia Insurance Co	2,446	
<b>House Mortgage, Taxes, maintenance</b>		
ATCO Supply Co	167	
City of Boston Real Estate	14,684	14,022
Eagle Bank Loan	37,537	37,537
MBYCA	250	
Miscellaneous	5	19
Prestige Flag	242	
Richard C Tulimieri Jr	3,225	3,075
<b>Admin, Godwill, etc,</b>		
Adobe Inc	127	
CliftonLarsonAllen LLP		3,019
Constant Contact	73	64
Deluxe for Business	74	248
Eagle Bank	10	18
Liberty Printing Co., Inc.	825	599
Lopez the Florist	250	
Nash CPA's LLC	2,000	
QuickBooks Online	1,078	972
QuickBooks Payments	891	743
Saint Jude Fund		250
Santander Bank	125	110
SCI Global Inc.	160	160
The Boston Home	250	
US Treasury	77	
USPS	30	180
VistaPrint	108	
Not Specified	1,469	877

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

	Total	
	Jan - Mar, 2024	Jan - Mar, 2023 (PY)
<b><i>Repair &amp; Maintenance</i></b>		
Ace Hardware	123	
Amazon	462	338
American Muscle Docks	284	
Braintree Lumber	334	
Corbett Plastering Inc		3,750
Expert Home Repairs		8,000
Home Depot	158	39
Koopman	986	
Lowes	33	
Metropolitan Pipe		3,094
Ronan953		8,401
Tom Miller / Green Light Demolition		1,100
Bradford Rigby-Reimb		117
Jim Piasecki- Reimb	62	
Kathleen Ellis- Reimb	12	
Ken Clifford- Reimb	721	
<b><i>Bar &amp; Entertainment</i></b>		
Liquor & Wine purchases	849	704
A A Busch	2,606	1,078
Burke Distributing Distributing Corp	1,073	421
Anthony Columbus Catering	2,085	
BIG Y	58	139
BJ's	140	
Dollar Tree		8
Lenox-Martell		40
Market Basket	66	22
Mass DOR-bar account	1,244	856
Restaurant Depot	156	60
Shaws	36	62
Stop & Shop	172	
Windy City Pizza		359
Bartenders	2,213	
<b>TOTAL</b>	<b>\$ 88,491</b>	<b>\$ 134,548</b>



Port Norfolk Yacht Club  
Attendance Sheet  
QUARTERLY Body Meeting 4/23/2024

	PRINT NAME	SIGNATURE
1	JIM PIASECKI	Jim Piasecki
2	JOHN POTTER	John Potter
3	KEN CARLSEN	Ken Carlson
4	WARREN O'DONNELL	Warren O'Donnell
5	Packy McLaughlin	Packy McLaughlin
6	KATHLEEN ELLIS	Kathleen Ellis
7	Brian T. Costello	Brian T. Costello
8	Walter Spear	Walter Spear
9	Frank Hogan	Frank Hogan
10	Michael Rooney	Michael Rooney
11	JOHN McCannille	John McCannille
12	Ronald A. Brusseac	Ronald A. Brusseac
13	K. TAYLOR	K. Taylor
14	EDWARD ST GEORGE	Edward St George
15	Michael Clark	Michael Clark
15 Constitutes a Quorum at Annual, Quarterly, and Special Meeting		
16	David Cummings	David Cummings
17	T. Cummings	T. Cummings
18	Emily Polin	Emily Polin
19	Anthony Gault	Anthony Gault
20	PATRICK MADISON	Patrick Madison
21	ATHA. HABERIS	Atha Haberis
22	DAVE Dombroski	Dave Dombroski
23	Brendan Flynn	Brendan Flynn
24	Eric Forsyth	Eric Forsyth
25	Jan White	Jan White
26	Jan White	Jan White
27	Jan White	Jan White
28	RENEE CROFT	Renee Croft
29		
30		
31		
32		

# NEJ Bylaw Proposal

BRAND RIZBY 1/23/2024

Each year, after all boats have been hauled, two sections of Pier 1 floats will be hauled. After being hauled out a full inspection of the float including floatation boxes, decking, support structure, electrical and plumbing systems will take place and any needed repairs or maintenance will be performed before re-launching that section in the spring.

- VOTED AND APPROVED

- 20+ YAYS

2 NAYS

- PASSES