

19 Wing Comox

5950-1 (19WCYC Cmdre)

26 Sep 2023

Distribution List

**MINUTES OF THE 19 WING COMOX
YACHT CLUB EXECUTIVE COMMITTEE MEETING
HELD AT THE CLUBHOUSE 18:30 HRS 25 SEP 2023**

Chair:	LCol Fil Bohac	Commodore	Elected
Secretary:	(Commodore)		
Present:	Maj Kevin Stevens	Vice Commodore	Elected
	Maj Ian Golding	Keelboat Captain	Elected
	MCpl Andrew Fraser	Dinghy Captain	Elected
	Mr. Graham Edwards	Kayak Captain	Elected
	Mr. Alan Phillips	Foreshore Officer	Elected
	Mr. James Hollis	Rear Commodore/	Elected
	Ms. Paulette Hendry	Membership Officer	Elected
Absent:	Capt. Fahim Awan	Training Officer (desig)	Elected
	Mr. Ben Douglas	Bar Manager	Appointed
	Sgt Derrick Mondry	Secretary	Elected
	MCpl Shannon Green	Treasurer	Elected
Guests:	Ms. Simone Vatheuer	Points Coord	Appointed

ITEM	DISCUSSION
1	INTRODUCTORY REMARKS
	The meeting was called to order at 18:35 hrs. A quorum was present.
2	ADDITIONAL AGENDA ITEMS
	Commodore reviewed agenda and kicked off the meeting by welcoming Ms. Vatheuer to discuss volunteer points.
3	APPROVAL OF MINUTES OF PREVIOUS MEETING
	Previous minutes were accepted with no changes
4	TREASURER'S REPORT

	<p>(1) Treasurer did not have an update other than expressing no concerns via email before the meeting.</p> <p>(2) Sea Container – Keelboat Capt confirmed he now has an acquisition card with a limit sufficient to allow payment for Sea Container. [Action: Paddlesports and Keelboat Cpts to conclude Sea Container procurement]</p> <p>(3) Keelboat – Vessel sale to be discussed with Keelboat Committee chair (Paul Hendry) in early Oct.</p>
5	Added Agenda Item – Volunteer Points
	<p>Topic of volunteer points was discussed at this point to allow Ms. Vatheuer to depart. The group considered the points tracking system as per the ByLaws, the history of points-for-berthage, and considered whether making points accumulation required for general membership. It was agreed that:</p> <ul style="list-style-type: none"> - A minimum number of points will be required in order to submit a berthage application after the first year. That is, a member is expected to contribute to the club in order to be able to take advantage of continued low-cost berthage. - An expectation will need to be set that all members must contribute at least four hours of time to the club. There will be no consequence for not meeting this minimum (i.e. discount for membership, deposit loss for not volunteering, loss of privileges). However, tracking of points will need to be done via the Points Coordinator; a form will be investigated (online?) - The executive will ensure that there are sufficient opportunities available to allow members to volunteer/earn points, and the tracking system will be available and easy to use. These opportunities need to be flexible (allowing a member or members to perform on their own time, e.g. maintenance, cleaning, replacement of equipment), or scheduled well ahead of time (e.g. Training delivery, committee meetings or activities, monthly foreshore, kayak shed, or vessel cleaning/maintenance). <p>[Action: Executive to review ByLaws and consider proposed changes to points system (seniority, points-for-hours, membership type, position)]</p> <p>[Action: Executive to create list of volunteer opportunities that can be assigned, scheduled, advertised, and tracked]</p>
5	DIVISION REPORTS
	<p>a. <u>Rear Commodore</u> –</p> <ul style="list-style-type: none"> (1) Old Fridge and stand were sold (total of \$800; payment via etransfer). (2) DVD player may need to be life-cycled to support BluRay (3) Ice Machine procurement to be planned now that there is room for it behind the bar. (4) Discussed allowing non-military use of Clubhouse by non-family events

	<p>(i.e. teacher Xmas party even if one of the group is a member). Consideration needs to be given to security implications, additional risk/accountability, and ability to support with bar staff. [Action: Rear Commodore, Bar Officer to explore potential revenue generation by discussing with other NPF entities that rent to non-military groups.] Note that the intent is not to charge for all non-military groups (i.e. RCMP, member and family gatherings, etc)</p>
	<p>b. <u>Communications</u> – (1) Reminder that Newsletter and Facebook are primary means of sharing info with members, and additional use of the 19 Wing BBS or Totem Times can be used for additional/broader advertising of the club and its activities.</p>
	<p>c. <u>Dinghy Sailboat</u> – (1) Parts still not obtained for one dinghy, search continues. (2) As of 1 Oct, only experienced sailors allowed in Dinghies due to colder windier weather. (3) Plan in place to get all four boats operational (repair and refinish of two remaining hulls, review or rigging, etc. Awaiting workspace in kayak shed once sea container installed. (4) Intent to coordinate with CBSA to jointly allow sailing regattas (5) Sawhorses and some other miscellaneous equipment to be procured for the shed.</p>
	<p>d. <u>Foreshore</u> – (1) Movement on docks has freed up two spots, so we should be below capacity for the winter (2) Two power pylons confirmed as not working, work orders in place for both [Action: Commodore will follow up on power W.O.s] (3) Three splitters acquired to power all boats despite u/s pylons; one has gone missing. [Action: Foreshore O to acquire replacement and investigate marking to deter theft] (4) Gate for Jetty Access being closed 0700-1600 by Marine Section (5) Member Vessel Insurance: Four members do not have adequate liability insurance as per Constitution/ByLaws. All have been requested to rectify by end-October in order to remain on Docks. (6) Ladders on docks – safety concern that has been previously raised and Work Order opened needs to be followed up [Action: Maj Golding to confirm name of Wing General Safety Officer; Commodore to seek update with WGSO and RPOps] (7) Several unserviceable/deflated/eyesore tenders are on the dinghy docks, leading to inadequate space for tenders that get used regularly. [Action: Foreshore will come up with a plan to have decrepit tenders removed by owners or disposed of by club at owners loss]</p>

	<p>[Action: Foreshore will investigate two-tier structure on dinghy dock to facilitate tender storage (reuse metal rack that 420s came on or build wooden structure like at CVML). Dinghy Capt offered to assist.]</p>
	<p>e. <u>Paddlesports</u> –</p> <ol style="list-style-type: none"> (1) Soldier-On a significant success, will look for additional opportunities of this nature in future. Use of Kayaks and Keelboats added value to the event. (2) Intend to purchase some solid SUPs in order to have a mixed fleet. (3) Paddlesports Captain will create and post a large ‘Do’s and Don’ts’ poster for Paddlesports shed to remind folks how to place SUPs to not break fins, not create leaks, minimum safety equipment, and washing/storage of boats after use. [Action: Paddlesports O] (4) Lightweight double a success, plan will be to purchase several lightweight singles as well. (5) Canoes have been a huge success and are well used.
	<p>f. <u>Keelboat</u> –</p> <ol style="list-style-type: none"> (1) Insurance certificate for vessels updated; copy in vessels. (2) Racing scheduled for 1, 15, 22 Oct (3) Salty Dog Marine mechanic will look at WS engine (due to recurring overheating), and also provide assessment on PD engine condition. (4) Boat sale still a discussion, MTF in October.
	<p>g. <u>Membership</u> –</p> <ol style="list-style-type: none"> (1) 211 memberships with ~425 members. (2) Membership form will continue to be tweaked to identify areas of volunteer interest with more fidelity. <p>[Action: Commodore to engage new Rec Coord to centralize membership Payment, Waiver completion, Form completion, and vehicle decal pickup at CSA counter]</p>
	<p>h. <u>Training</u> –</p> <p>Capt Awan provided an update by email in advance of the meeting:</p> <ol style="list-style-type: none"> (1) Confirmed that Ian Dennis will be available as examiner for the BCC as well as helping to standardize instructor standardization. (2) Cape Lazo PSS has offered to run a ROC(M) in November (date at 19WCYC discretion), and again in March as required (3) Clarification sought on PCOC and ROC(M) as a pre-requisite for BCC (<i>they are</i>). (4) Discussion for future meeting: Is offering a ‘crew qualification’ as part of BCC a viable option for those who want to sail but not as a skipper?

	<p>i. <u>Bar</u> – (1) Absent, no report. Commodore contacted Bar O about expanding bar offerings into the 'IPA' variety.</p>
6	OLD BUSINESS
	Nil
7	NEW BUSINESS
	Executive discussed feedback from REXSPO and Open House, review of 48-month priority for Military Members based on COS date, and began planning for topics to be discussed/approved at AGM in Feb 24.
8	OPEN DISCUSSION
	Nil
9	CLOSING REMARKS
	Commodore thanked attendees for the valuable discussion despite long meeting.
10	NEXT MEETING DATE
	23 Oct 2023 @18:30

11	Adjournment
	Meeting adjourned at 21:20

F. Bohac
LCol
Commodore
250-218-1973

For D. Mondry
Sgt
Secretary
7992

RECOMMENDED/NOT
RECOMMENDED

APPROVED/ NOT APPROVED

K. Elmore
Mgr. FS&R
8542

A.C. Moorhead
Snr Mgr. PSP
8246

Distribution List:

Info:
D/W Commander
Sr Mgr. PSP
Recreation Coordinator
NPF Accounting Manager
Comms O (for website)