**Bayport Marina Association**

**Board of Directors Meeting Minutes**

**May 19, 2021**

|  |  |  |  |
| --- | --- | --- | --- |
| **Member** | **Present** | **Remote** | **Absent** |
| Tore Detlie (Commodore) | X |  |  |
| Curt Gray (Treasurer) | X |  |  |
| Meredith Pederson (Secretary) | X |  |  |
| Rachael Harvey | X |  |  |
| Bob Reilly |  |  | X |
| Jason Fabio |  |  | X |
| John Gagich | X |  |  |
| William Given |  |  | X |

**Business Meeting**

1. Call to Order/Opening Comments

The BMA board meeting was called to order at 6:30 pm by the Commodore, Tore Detlie. It was confirmed that a quorum was in attendance for approval of business items.

1. Business Meeting
   * Approval of April 2021 Minutes

Motion from Rachael Harvey to approve, seconded by Curt Gray, unanimous approval.

* + YTD Financial Review

Curt Gray reported it is a continued “good news” story for the financials.

YTD P&L’s:

Profit and Loss Budget vs Actual – November 2020 through April 2021:

* Total Income: $1,090,016; +$172,622 vs budget; +$208,275 vs last year
* Total Expense: $888,216; -$114,641 vs budget; +$72,660 vs last year
* Net Income: $324,385; +$433,500 vs budget; +$251,891 vs last year

Balance Sheet as April 30, 2021:

* Total assets: $5,876,176; +480,792 vs last year
  + Cash is $789,638
* Total liabilities: $331,046; -$112,572 vs last year
  + BMRP loan balance is $331,046

**AR Aging Summary as of May 19, 2021:**

* Total A/R Balance: $102,843
* Over 30 days A/R balance: $6,686

1. Marina Operations – General Update
   * Before Kori started, the Board asked Kori to please extend the board’s gratitude to the team for all their hard work and excellent efficiencies.
   * 185 boats have been launched or put on transports. There are only about an additional 15 boats on land needing to be launched.
   * There is one off-season canvas job and two refinishing jobs to finished before the end of the month. We will have generated approximately, $353K worth of income this year, an increase from 325K last year.
   * The Mobile Pump-Outs Program has 30 boats signed up for the service this year, an increase from 18 in 2020.
   * Business at the Fuel Dock has been slow so far this season.
   * Kori is getting a quote for fuel pump replacement. Our existing pumps were installed in 2013, they were purchased used pumps. There is a need for new pumps because one pump’s price can no longer be changed and every service call we are told our pumps are old and parts are hard to get or no longer available.
   * The pool has water and is getting summarized. We are trying to have it open by the weekend, but if not for sure the next.
   * Six canopy covers will be replaced this week.
   * Our increased social media presence has been bringing in traffic to the marina as well as the additional amenities such as firewood, ATM and ice cream.
   * In order to help us through the four busy months, Ethan who has previous worked at the Fuel Dock, is now working in the office. He will be responsible for accounting duties.
   * The new gate readers will be installed May 21 and we can start issuing mobile credentials after that to people who want to purchase that option.
   * Following a complaint, Kori requested the support from the Board to approach the individuals who have corrals and fences put up to contain their dogs. The rules and regulations has a leash rule but there was a bit of a gray area with the fences but could be an issue in case of an emergency, so they need to be removed.
   * Board agreed to add the following By-law change to the Annual Meeting Ballot:

By-laws, Article VIII, Section 3. Adoption of Budget for Capital Improvements.

“In addition to the annual operating budget described in Section 2 above, the Board of Directors may propose a budget for the cost of constructing or reconstructing any capital improvement in the marina during a particular fiscal year. Such budget shall be sent to the members at least (10) days prior to the Members annual meeting and shall be presented to the Members at the meeting. This may be distributed through the US mail or via Email, depending upon the preference indicated by the voting BMA Member. Member preferences shall be recorded and managed by the BMA Office Manager. The budget shall be deemed ratified by the Members unless a majority of the Members voting in person or by proxy at the meeting reject the budget.”

***To be changed to:***

***“In addition to the annual operating budget described in section 2 above, the Board of Directors may propose a budget for the cost of constructing or reconstructing any capital improvement in the marina during a particular fiscal year. In situations where we anticipate a single expenditure that exceeds more than 15% of the prior year’s total actual expenses, the budget shall be deemed ratified by the Members through a 2/3 affirmative vote.***

***Such budget shall be sent to the Members at least (10) days prior to a decision for vote. This may be distributed through the US mail or via Email, depending upon the preference indicated by the voting BMA Member. Member preference shall be recorded and managed by the BMA Office Manager.”***

1. Old Business
   * Restaurant Property Update: We have tabled discussion in the last two meetings due to continued lack of communication.
   * Retaining wall: Bob Reilly is working with Kori on this, but some decisions about our existing buildings will determine how we want to handle the retaining wall.
   * Lien: Bill Kranz is working on this but we may not be able to lien the lift station charges due to how the cross-easement is written.
   * Kori is setting up a meeting with Sarah Taylor, City Planner and Adam Bell, City Manager to review what we can do with our property and what they can do to hold G41 accountable for their property.
   * Annual Meeting Preparation/Nomination Update:
     + Erik Westgard nominated by Tore Detlie
     + Rachael Harvey nominated herself
     + Gary Dreher nominated by Bob Reilly
     + Brian Wilkenson nominated himself
2. Adjourn

Rachael Harvey motioned to adjourn; Curt Gay seconded. Meeting adjourned and 9:02 pm.