**Bayport Marina Association**

**Board of Directors Meeting Minutes**

**October 21, 2021**

|  |  |  |  |
| --- | --- | --- | --- |
| **Member** | **Present** | **Remote** | **Absent** |
| Curt Gray (Commodore) |  x  |  |  |
| Rachael Harvey (Vice Commodore) |  x |  |  |
| Meredith Pederson (Treasurer) |  x |  |   |
| John Gagich (Secretary) |  x |  |  |
| Bob Reilly (Chair) |  x |  |   |
| Jason Fabio (Chair) |   |  | x |
| William Given (Chair) |   |  | x  |
| Bryan Wilkinson (Chair) |   |  | x |
| Erik Westgard (Chair) |  x |  |  |
|  |  |  |  |
| **BMA Staff/Guests** | **Present**  | **Remote** | **Absent** |
| Kori Derrick-Cisewski (General Manager) |  x |  |  |
| Ellsa Ohmann (Office Manager) |   |  | x  |

**Business Meeting**

1. **Call to Order/Opening Comments/Check-in**
2. The BMA board meeting was called to order at 6:34 pm by the Commodore, Curt Gray. It was confirmed that a quorum was in attendance for approval of business items.
3. Opening comments: Will start with Check-in then Consent Agenda.
	1. **GM report** – (see attachments) (Kori)
		1. Kori – provided in separate attachment

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

* Total Income: $2,320,762; up $278,557 vs budget; up $111,779 vs last year
* Total Expense: $1,959,089; down $202,432 vs budget; up $107,621 vs last year
* Net Income: $462,767; up $616,156 vs budget; up $207,656 vs last year

**Balance Sheet as of September 30, 2021**:

* Total assets: $5,992,317; up $385,059 vs last year
	+ Cash: $991,517
* Total liabilities: $327,778; down $193,110 vs last year
	+ BMRP loan balance is $293,063!!

**AR Aging Summary as of October 14, 2021:**

* Total A/R Balance: $120,590
* Over 30 days A/R balance: $22,018
1. **Proposed 11/2021-10/2022 Budget (Kori)**
2. .
3. Executive Session – A discussion was had concerning payroll aspect of the budget proposal presented by Kori
4. **2021 – 2022 Budget Discussion & Adoption –** (see attachments) (Kori)
	* 1. Kori’s proposal budget for next fiscal year.
		2. One change to be made to the budget to increase payroll base compensation by 4.5% as proposed by BMA Board of Directors
		3. Meredith made a motion to accept the budget proposed with changes, Erik seconded. Discussion points recorded. Motion carried and budget approved
5. **Proposed COI Policy by: Erik made motion to adapt Policy, Rachael seconded. Discussion,** Motion carried and approved by the board
	* Financial decisions: Fiduciary responsibility on Board of Directors and General Management. All will be required to sign COI. This will be an annual process to disclose Conflicts of Interest. Recommended to have everyone sign as new board members come on the board.
6. **Stewardship Circle Report Outs:**
	1. Service Expansion (Bob/Rachael)
		1. Met with Derrick Construction. Walked through abilities with Derrick Construction. Working on concept drawings. Looking at construction alternatives. Conceptual drawings will be provided by Derrick for no fee. Expecting to return in a couple of weeks.
	2. Dredging (Kori)
		1. Kori checking with other marinas and managers on alternatives for dredging and experience with dredging. Waiting to see what climate changes will occur next spring.
	3. Landscaping (Meredith)
		1. Bob – provided update. Window was lost for September for walkthrough. Deferred until spring, focus will be on planting. $100,000 as expense item to be carried over to next spring.
	4. Dock Ramp/ADA access
		1. Bob Schroeder is working on ADA requirements. Bob has been inaccessible due to personal matters since late summer.
		2. Erik has made calls to Prescott and River City Welding to get information on their dock ramp.
	5. Clubhouse remodel
		1. Jason provided a proposal for concept drawing - $3400 1st level and $3900 for 2nd level. Preliminary design sketches. John made motion to accept Jason’s proposal to obtain concept drawings for both main level and second level. Rachael seconded. Discussion, long range-planning is feasible for concept planning 3, 5, 10 years. Motion carried, and budget approved.
7. **Other Business**
	1. Flag poles are not straight – Bob suggested to tighten or loosen bolts at pole foundation plate to straighten or plumb the poles. Kori believes the poles are cemented into the ground; she will investigate. No update this month.
	2. **Next Board meeting, Thursday, November 18th – meetings are 3rd Thursday of each month. Zoom and Club house meetings are intact. John and Rachael advised that we start monthly zoom meetings starting with November. Kori to setup.**
8. **Executive Session** (if needed) – was held during consent agenda
9. **Adjournment – 8:10 PM.**