

**COMMUNITY BOATING, INCORPORATED  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
FEBRUARY 26, 2019**

**MINUTES**

The meeting was called to order at 6:33pm at the boathouse with Mr. Bates presiding and Mr. Kline recording. Other directors present were Mr. Gaysunas, Ms. O'Sullivan, Mr. Robinson, Ms. Chrenko, Ms. Boudreau, Mr. Yu, and Mr. McManus.

Mr. Zechel was present in his capacity as Executive Director.

**CONSENT AGENDA**

Minutes of the December 18<sup>th</sup> Regular Meeting were removed from the consent agenda.

**APPROVAL OF MINUTES**

Minutes of the December 18<sup>th</sup> Regular Meeting were approved as amended.

**REPORTS**

**President – Mr. Bates.**

- Thanks to all for great participation in our annual Board Retreat on Saturday, 26<sup>th</sup> January. As you know, we had in-depth discussions of strategic planning and of fundraising / development. I sent out my Retreat notes on 29<sup>th</sup> January along with a recommendation that we defer our launch of a new strategic planning effort while our current strategic plan is still well aligned with our priorities and while we still need to take stronger Board action in the area of fundraising and development. I have received support from several Board members and from Charlie on this recommended course of action.
- To address the issue of fundraising and development, I have distributed a proposal and draft charter for formation of a standing Development Committee, reporting to the Board and working in close collaboration with the Executive Director. That is a topic on our Agenda tonight for discussion and possible action.
- Our Boat Show presence 9<sup>th</sup>-17<sup>th</sup> February was very good again this year – an attractive “interactive” booth put together by our staff – Each year we have to assess the value of participating – this is a large regional event with principal focus on sales of large power boats – but we do view it as a cultivation and marketing effort in terms of awareness and interest in CBI.
- Management staff are taking part in upcoming “partnership events” on 28<sup>th</sup> March – with Sanofi Genzyme for its Community Partners Networking Reception, and with Save the Harbor for its

Destination Boston Harbor 2019 event. That same evening, I will be attending Charles River Watershed Association's annual meeting in Newton; I believe Pam Harvey will be attending as well, as a CRWA member/supporter.

- Spring Corporation meeting – For the last three years, we have held an informal Spring Corporation meeting – last years was on 23<sup>rd</sup> May. We started these meetings in keeping with our Corporation engagement Objective in the strategic plan, and we have viewed it as an opportunity to brief Corporation members on the upcoming season and on business and governance issues of interest. A few Corporation “regulars” have attended each meeting, but we do not get a large turnout beyond management, staff, and Board members. We need to find ways to make this meeting work – get it on the calendar – and begin planning this year’s event. Ideas welcome!

**Treasurer - Mr. Gaysunas.**

Bufcom has recommended endowment releases for 2019, this will be covered later in the agenda.

CBI's financials are in a good position to start the year. Of note is a significant increase in net assets, primarily thanks to the Priebatsch Family, to just under \$3,500,000.

**Executive Director – Mr. Zechel**

Membership sales comparison Y-T-D

Adult Program	<u>2018</u>	<u>2019</u>
	11	18
Junior Program	124	266

124 memberships were sold in Nov- Dec for the 2019 season. Additionally, it is encouraging that Jan – Feb sales increased from 124 to 142.

Priebatsch Fund

Donations from the Priebatsch Family to the Priebatsch Fund and the Norman Priebatsch Windsurfing Fund were completed in early January. CBI plans to announce the creation of the new Priebatsch Fund at an event on May 10. Details will be communicated soon.

GEI Consulting has received all the final engineering specs from the shade structure company. As soon as final design elements are completed then the permitting process will begin.

EF

A draft agreement between EF and CBI is under legal review at EF. The key points include a 5-year term and escalating support for CBI's UAP Endowment Fund.

Marketing

CBI has confirmed employee discount pricing for Wayfair and Fidelity. We are in process of setting up discount programs with other organizations.

CBI attended the NE Boat Show in Feb. While we don't have any specific metric about how many folks visited the CBI display. Anecdotally reviews were positive. Volunteers fully staffed the exhibit with enthusiasm. CBI sent a follow-up email to folks who signed in with us to receive a \$30 discount on a full year membership. I will forward that email to you separately.

#### Other

Members of CBI's management team attending the US Sailing National Sailing Programs Symposium in Jacksonville FL.

CBI hosted a Coastal Piloting and Navigation class in February, led by Alex Catullo. (14 participants)

CBI hosted a "Modern Celestial Navigation" class in February, led by guest instructor Frank Reed (13 participants). A second class is scheduled in March and is sold out with 14 students. Spring work parties in March are scheduled. Our goal is to be prepared to open a day early on Sunday, March 30. This will not be scheduled or publicized until close to the date when we are confident of our preparations.

#### DCR agreement

It is my understanding that a final draft of a management agreement will be completed by DCR counsel and presented for our review at any moment. I will forward to the board as soon as I have received it. While the DCR Counsel expresses the eagerness of the agency to bring this matter to closure we are nonetheless dependent on receiving a draft from the DCR.

## **NEW BUSINESS**

### **2019 Endowment Releases**

The Board approved the following endowment release, totaling \$103,000.

CBI general:	\$37,500
Junior Program:	\$6,000
Glass:	\$600
Bemis:	\$5,000
Priebatsch Windsurfing:	\$4,100
Hannabury:	\$1,300
UAP:	\$4,700
Fred Brustman:	\$7,800
Priebatsch 2019 Junior:	\$26,000
Priebatsch 2019 Windsurfing:	\$10,000

### **Budget and Finance Committee**

The board appointed Trevor McMinn to the Budget and Finance committee.

### **EXECUTIVE SESSION**

The Board went into Executive Session at 8:57 pm and returned to normal business at 9:04 pm.

### **New Corporation Members**

The Board approved John Karakashian and Trevor McMinn as new Members of the Corporation.

**Development Committee**

The Board establishes a Development Committee that will provide leadership and active support in CBI's fundraising efforts to fulfill our goal of strengthening and diversifying our financial base through an intentional balance of membership contributions, corporate support, individual gifts, and grants.

**Board Engagement.**

General discussion with no Board action.

**ADJOURNMENT**

The meeting adjourned at 9:42 pm.

Submitted:

Scott Kline