

**COMMUNITY BOATING, INCORPORATED
REGULAR MEETING OF THE BOARD OF DIRECTORS
AUGUST 27, 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. Robinson, Ms. Chrenko, Ms. Boudreau, Mr. Gaysunas, and Mr. Yu.

Mr. Kline and Ms. O'Sullivan joined by phone.

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

Corporation member J.R. Hardenburgh joined by phone.

CONSENT AGENDA

Minutes of the June 25th Regular Meeting were approved as amended.

REPORTS

President – Mr. Bates.

- Here are some upcoming key dates to keep in mind:
 - Special Board meeting – 6.30pm Tuesday, September 10th
 - Annual Meeting of the Corporation – 6.00pm Monday, October 21st
 - Volunteer Cruise – TBA October

- Thank you all for getting your Board member bios and pictures into the CBI website.

- Development Committee (Devcom) – Several items of note:
 - The “Access for All” summer fundraiser organized by Andrew, Amy, and Sid ran from Dock Party 1 (June 20th) to Dock Party 2 (August 23rd). Our first accounting shows we raised \$11,609 toward our \$15,000 goal (77%), with 146 individual donations (including 22 anonymous donations). The proceeds will allow us to purchase two new lifts and adaptive seating and hardware for one of our Sonars.
 - Amy Belmarsh reports that so far this year we have submitted 13 grant applications resulting in two new grants (combined \$13,000) as previously reported; we are still awaiting response on seven applications and will be submitting five more applications in the autumn.
 - We were successful in nominating EF Education First for a Corporate Citizenship / Partners of the Year award from Boston Business Journal (BBJ); presentation of the award to EF and CBI to be made at a BBJ reception Thursday, September 5th.
 - Catie has prepared a template for a glossy Annual Report suitable for external marketing and grant-writing applications.
 - Barbara led an initial meeting with CBI staff re website design considerations.

- CBI hosted the First Annual MS Sail Day on August 17th – successful event with 12 sailors participating – Organized by Corporation Member J.R. Hardenburgh and supported by AP Director Sam Peirson and several Dock Staff.
- Recruitment Committee – Three Board positions are open; one position is term-limited. Go through procedures for advertising and filling positions and voting.

Treasurer - Mr. Gaysunas.

Overall CBI's financial position is very solid, revenues, operating income, and cash are all ahead of prior year, though slightly behind current year plan. Additionally August numbers for memberships and rentals is positive.

Executive Director – Mr. Zechel

- Website – working with Sid and Jon, potentially with an outside company, on website enhancements.
- Surveys – will be sending out surveys to members and parents of juniors, who participated in CBI programs this year. Focusing on how people found out about CBI, quality of programming, and customer service/community atmosphere.
- Boat storage – CBI has a new lease for storage of boats over the winter and trailers during the summer, replacing the old DCR facility.

NEW BUSINESS

Auditors Report

Melissa Gilroy, auditor, presented results of her independent audit of CBI's 2018 financial statements. There were no audit adjustments as a result of the audit. She provided guidance on how a new accounting principle for not-for-profit entities impacted CBI's presentation of net assets.

Report from Raise the Sails (RTS) Committee

RTS Committee has been formed engaging members, partners, and friends of CBI. The committee have proposed a new format and venue and are actively planning this seasons event.

Volunteer of the Year Award nominations

The winner of the Volunteer Award was selected and will be announced during the Volunteer Cruise on October 8.

Ed Long Award nominations

The winner of the Ed Long Award was selected and will be announced at the Ed Long Regatta September 21.

Membership and financial trends analysis

Board member, Chris Yu, presented a financial analysis of membership income.

Proposed change to By-Laws.

The Board discussed changes to the By-Laws and recommend changes to Article VI, Sections 2 and 3, to require that all appointees to the Budget and Finance Committee (Bufcom) be members of the Corporation.

Given the Committee's responsibilities for managing the endowment and for monitoring the financial affairs of the Corporation, it seems both logical and necessary that Bufcom members be Members of the Corporation. We have in fact required this of new appointees this year and consider it important to capture the requirement in our By-Laws. Proposed wording of the change will be included in the annual notice of meeting.

EXECUTIVE SESSION

The Board went into Executive Session at 8:38 pm and returned to normal business at 8:59 pm.

New Corporation Members

The Board approved Caroline Meeks and Rick Evans as new Members of the Corporation.

ADJOURNMENT

The meeting adjourned at 9:00 pm.

Submitted:

Scott Kline