



Minutes of the Board of Directors Meeting May 7, 2014, LMS Office

Call to Order: The meeting was called to order at 1:00 p.m.	Action By
<ul style="list-style-type: none"> • Attendance: Directors: Shirley Blackstaff, Bob Cross, Cliff Fisher, Sonny Hockey, Rod MacNeil, Betty Pearson, Jim Phillips, Tim Richards. Regrets: Tom Irwin Guests: Marnie Craig, Paul Notte Business Manager: Rod Smith Marina Manger 	
<ul style="list-style-type: none"> • Agenda: The agenda was approved with two additions. 	
<ul style="list-style-type: none"> • Approval of Prior Minutes: <i>Motion - Moved by Sonny Hockey that the minutes of April 8, 2014 be approved.</i> <p style="text-align: right;">Carried</p>	
<ul style="list-style-type: none"> • Treasurer's Report – Betty Pearson <p>Betty presented the Treasurer's report and advised of the following:</p> <ol style="list-style-type: none"> 1. Awaiting 5 moorers to provide a copy of their insurance contract, two moorers not heard from despite phone calls and emails sent to them and 138 contracts completed. 2. \$20,000 has been transferred into Reserve Account. 3. \$125,000 from prepaid moorage invested in 5 year redeemable TD's. <p><i>Motion – Moved by Betty Pearson to accept Treasurer's Report.</i> Carried</p> <p>The late fee process was discussed and it was decided to wait for Tom Irwin's return for his input and to present the situation to the membership for their input.</p> <p><i>Marnie Craig arrived at 1:45 p.m.</i></p> <p><i>Motion – Betty Pearson moved that a registered letter be sent to overdue moorers re late contract payment thereby implementing the terms of the moorage agreement.</i> Carried</p>	Rod Smith



• **Marina Manager's Report – Tom Irwin**

Jim Phillips presented the Marina Management Report and advised as follows: New visitors' dock completed and one rendezvous held so far, additional slips added, old docks to be moored to the North pilings, an emergency callout procedure has been instituted via Price's Alarms, new signage and safety equipment installed, and LMS did not receive a grant for summer student wages.

Shirley Blackstaff reported that a grant was received for a summer student to help in the Museum and Heritage Cultural Centre.

• **Vessel Ambassador Program – Rod McNeil**

Rod will be temporary steward of the Saravan.

Tim Richards advised that the Board should be advised who will man the heritage vessels scheduled to attend boat shows and to develop a budget for their participation.

Rod McNeil will look after it.

Saravan attended the Westcoast Work Boat Association rendezvous in Cowichan Bay without incident and its participation was well received. Dues and moorage were complimentary.

Rod mentioned that the recommendations made by the surveyor after an in-water survey of the Saravan have been completed. Rod Smith will advise our broker.

• **Business manager's Report – Rod Smith**

Rod presented his report and mentioned a meeting with Clayton Postings, Director of Parks, Recreation & Culture Ladysmith to discuss safety, security and signage. Rod Smith has been in touch with Chief John Elliott regarding the Stz'uminus First Nation's declaration to prohibit access to its core territory in the Salish Sea by all vessels. This could impact visitors to our marina as well as our moorers. Rod read a statement, which would be presented to inquiring boaters and or other interested parties.

Rod suggested that new moorers be advised that the Purple Martin program is a longstanding program supported by the Society.

Due to the Café opening at 7:00 a.m., Rod recommends that a form be created listing the responsibilities of cleaning, setting-up and lock-up for an event and by whom.

Rod McNeil left at 3:00 p.m.

Other items reported were the Membership Renewal Process, I.T. update, phone issues, computer sharing and renewal of the insurance policies.

Motion – Moved by Tim Richards that the Board approve the transfer of boathouse 27 owned by Wayne Jesse to Adrian Perkins. **Carried**

Jim Phillips left at 3:15 p.m.

• **President's Report – Tim Richards**

Tim mentioned that the Marina Management Committee would develop an "alcohol policy".

The staff Customer Training Program was discussed with input from Paul Notte and it was decided by the Board to hold a course this spring at LMS, which might be beneficial to meet LMS's needs. This would involve 16 participants at a cost of \$3,200.

Tim advised that we are still looking for a replacement Board member.

Rod McNeil



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<ul style="list-style-type: none"> • Other Business Cliff Fisher reported that 90 RSVPs have been received for the May 9th volunteer recognition event. Sonny Hockey reported that the Boaters' Roster is complete and should be included in the May newsletter. Sonny also reported that our present insurance carrier does not provide Business Interruption insurance. Barb DeRuiter of VIIC will look into other possible sources for this type of insurance. 	
<ul style="list-style-type: none"> • New Members Membership applications from Michael Meredith & Sonia Bishop, Allen & Linda Laurente, Randy Brown, Karen Craig & family, Lane Befus, Al Edwards & Gerrie Sibbick, and Rod Smith & family were approved. 	
<ul style="list-style-type: none"> • Next Meeting – to be held at 9:00 a.m. on June 10th. 	
The meeting was adjourned at 4:15p.m.	