

Minutes of the Maui Canoe Club Board of Directors Meeting

Friday, May 17, 2019 held at Hokulani Pavilion Kihei, HI

Meeting was called to order by Linda Lafragiola, President at 2:33 PM

Present: Steve Matthews, Phil Brown, Jeff Moore, Linda Lafragiola, Gary Salenger and Dan Deknis. Bill Chase was on the phone.

Motion to accept minutes of the previous meeting was made by Steve, seconded by Gary. All approved.

Finance Report

Phil presented the finances of the club.

We have \$38,347 in checking, \$41,112 in reserves and \$3 in petty cash -- total \$79,462. Of the reserves, \$10,000 is in CDs paying about 2%.

(The full finance report is appended to these minutes.)

Gary motioned to accept the financial report; Linda seconded. All voted in favor.

Training

Bill explained the current captain training process/protocol as well as the history of previous classes.

Discussion was that the current process needs to be revised to clarify the process steps. A 2016 email from Jennifer Pratt regarding Captain training was distributed by Linda for additional information/discussion. It was decided that Steve would have the current hardcopy manual scanned to create an editable document. Bill was requested to rewrite the Provisional Captain Training document. It was suggested that the manual be divided into parts and distributed to board members to work on assigned sections. Linda reviewed the current captain list to identify the training captains and potential training captains.

A motion was made by Dan to suspend Captain training until the process/protocol is clarified and there are three training captains on island to support the candidates. Second was by Gary. Board voted in favor of the motion.

BOD meeting moved to Executive session at 4:00 PM

BOD meeting exited Executive session

Correspondence

Letter from Scott Kurtz suggesting that the club look into outsourcing the maintenance of the 'iako as some are in need of refinishing now. Motion to approve suggestion was unanimously approved. Jeff will contact Ding King for an estimate.

Linda presented statistics on how many times the videos on MCC and MPP websites were watched.

Request from MPP to extend their return time to 9:45 am was discussed. Motion to approve was unanimously approved. A request was also from MPP to allow MPP board members to lock up if all captains are gone. A checklist will be provided as the motion was approved unanimously.

Grounds/Canoe maintenance

Jeff discussed the current state of maintenance and requested that more members be involved. It was suggested that an email be sent to the membership and request that members step up to support their club.

Linda had a prior discussion with MPP on continuing their agreement to perform ground maintenance.

The canoe moved to Ding King to for repair has not been touched by Ding King. The new completion date is probably June.

Communications

Emails have been going to members on a regular basis. 66-71% of members open the email.

Socials/Website

Linda has been maintaining the website. All documents are current, as of this date.

The End of Whale Season party held on March 30th at the VFW. It was well attended and enjoyed by all.

Beach Operations

Overall the beach operations are running well with help from numerous members on sign ups, merchandise and moving canoes.

Mahi Pono, permitting and legal issues

Email has been sent to Mahi Pono requesting approval to submit a SPA to the DLNR for an additional container. No response as of the meeting date.

New business

Discussion of the use of PFDs ensued. Some captains are still opting to carry the PFDs. Linda recommended to get another quote for mesh bags with clip as the outer bag for the PFDs. A motion was made to procure mesh bags if the cost is under \$400. Motion was approved unanimously.

Having covered all items, a motion for the meeting to be closed was made by Linda, seconded by Gary,

Motion was carried, and meeting closed at 4:45 PM.

Maui Canoe Club
Profit & Loss Budget vs. Actual
January through December 2019

	Jan - Dec 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Club logo wear sales	3,976.00	5,000.00	-1,024.00	79.5%
Dividends	156.18			
Donations	0.00	800.00	-800.00	0.0%
Membership Dues				
Family membership	6,155.80	15,000.00	-8,844.20	41.0%
Lifetime	2.00	2.00	0.00	100.0%
Provisional membership	20,626.75	25,000.00	-4,373.25	82.5%
Regular membership	9,897.00	18,800.00	-8,903.00	52.6%
Total Membership Dues	36,681.55	58,802.00	-22,120.45	62.4%
Sale of Assets	0.00	0.00	0.00	0.0%
Total Income	40,813.73	64,602.00	-23,788.27	63.2%
Gross Profit	40,813.73	64,602.00	-23,788.27	63.2%
Expense				
Contract Labor	0.00	3,000.00	-3,000.00	0.0%
Equipment	-364.66	13,000.00	-13,364.66	-2.8%
Equipment Rental	200.00	200.00	0.00	100.0%
Excise tax	0.00	290.00	-290.00	0.0%
Gifts	0.00	320.00	-320.00	0.0%
Insurance				
Liability Insurance	-346.00	11,000.00	-11,346.00	-3.1%
Total Insurance	-346.00	11,000.00	-11,346.00	-3.1%
Items for Sale				
Hats	0.00	500.00	-500.00	0.0%
Rash Guards	81.93	1,200.00	-1,118.07	6.8%
Items for Sale - Other	269.28	4,100.00	-3,830.72	6.6%
Total Items for Sale	351.21	5,800.00	-5,448.79	6.1%
Lease Expense	0.00	70.00	-70.00	0.0%
Licenses and Permits	0.00	15.50	-15.50	0.0%
Miscellaneous	0.00			
Office Supplies	60.41	450.00	-389.59	13.4%
Postage and Delivery	228.26	1,050.00	-821.74	21.7%
Printing and Reproduction	170.74	20.00	150.74	853.7%
Professional Fees				
Accounting	651.04	650.00	1.04	100.2%
Consulting	22.57	325.00	-302.43	6.9%
Total Professional Fees	673.61	975.00	-301.39	69.1%
Rent	0.00	385.00	-385.00	0.0%
Repairs				
Equipment Repairs	0.00	14,000.00	-14,000.00	0.0%
Total Repairs	0.00	14,000.00	-14,000.00	0.0%
Sugar Beach Property Mtce				
Contract Expense	1,498.90	4,100.00	-2,601.10	36.6%
Total Sugar Beach Property M...	1,498.90	4,100.00	-2,601.10	36.6%
Supplies				
Beach ops	158.79	490.00	-331.21	32.4%
Building and grounds	384.15	1,100.00	-715.85	34.9%
Canoes	50.00	1,355.00	-1,305.00	3.7%
Gasoline	0.00	30.00	-30.00	0.0%
Marketing	0.00	25.00	-25.00	0.0%
Office	0.00	0.00	0.00	0.0%

Maui Canoe Club
Profit & Loss Budget vs. Actual
 January through December 2019

	Jan - Dec 19	Budget	\$ Over Budget	% of Budget
Total Supplies	592.94	3,000.00	-2,407.06	19.8%
Travel & Ent				
Entertainment	915.25	500.00	415.25	183.1%
Meals	2,053.66	4,000.00	-1,946.34	51.3%
Total Travel & Ent	2,968.91	4,500.00	-1,531.09	66.0%
Utilities				
Water	219.10	600.00	-380.90	36.5%
Total Utilities	219.10	600.00	-380.90	36.5%
Total Expense	6,253.42	62,775.50	-56,522.08	10.0%
Net Ordinary Income	34,560.31	1,826.50	32,733.81	1,892.2%
Other Income/Expense				
Other Income				
Interest Income	134.16	0.65	133.51	20,640.0%
Total Other Income	134.16	0.65	133.51	20,640.0%
Net Other Income	134.16	0.65	133.51	20,640.0%
Net Income	34,694.47	1,827.15	32,867.32	1,898.8%