

**APPROVED MINUTES**  
**Dartmouth Yacht Club (DYC)**  
**Management Committee Meeting**  
**March 11<sup>th</sup>, 2025**

## Present

Tyler Rutledge  
Marco Passe  
Jim MacDonald  
Brian Donohue

Debbie Mountenay  
Greg Morrison  
Brian Weatherbee

**In Attendance:** Mary Ridgewell Recording Secretary, Angela Chisholm General Manager  
Stephen Whitefield Trustee

Regrets: Paul Mackley, Garrett Landry, Tom Sancton

The meeting was called to order at 7:00 p.m.

[illegible]

<p><b>June 14/15, 2025 – Opening Regatta and Father’s Day</b> Potentially a solo artist for the afternoon and then a DJ for a Saturday night dance.</p>	Greg
<p><b>Tuesday July 1, 2025 – Canada Day Steak and Lobster 2:00pm – 5:00pm</b> Steak and Lobster will be served as in previous years. This year should have a Kids Menu offered as well. A solo artist will be booked for the afternoon. It was suggested that a sail past be arranged.</p>	Greg
<p><b>Saturday July 12, 2025 - Poker Run</b> Potentially a solo artist for the afternoon and then a DJ for a Saturday night dance.</p>	Greg
<p><b>Wednesday July 30 – Thursday July 31, 2025 – Bamse Cup</b></p>	Greg
<p><b>Saturday September 6 – Sunday September 7, 2025 – Convoy Cup</b></p>	Greg
<p><b>Saturday September 27, 2025 – Beancrock 2:00pm – 5:00pm</b> Solo artist will be booked for the afternoon</p>	Greg
<p><b>Saturday October 25, 2025 - Commodore’s Reception with The Mellotones 7:00pm</b></p>	Greg
<p><b>Friday October 31, 2025 - Halloween at DYC 5:00pm</b> The bar and kitchen will offer a “Halloween Style” Dinner Menu and Happy Hour Specials. Costumes welcome!</p>	
<p><b>Tuesday November 11, 2025 - Remembrance Day Celebration 12:00pm – 3:00pm</b> Live music in the afternoon from 12:00pm – 3:00pm.</p>	Greg
<p><b>Friday December 5, 2025 – Kick off to Christmas 5:00pm</b> Will most likely be the same set up as last year.</p>	Greg
<p><b>Sunday December 14, 2025 – Christmas Brunch 11:00am – 2:00pm</b></p>	Greg
<p><b>Tuesday December 30, 2025 – New Years Eve Eve Dance 8:00pm</b></p>	Greg
<p><b>Live Music Lineup - Friday Night Music</b> March 14 Kyle Boudreau, March 28 TBD, April 11 Cory Mercer, April 25 Will Dobson</p>	Greg
<p>Greg reported he is working with Angela to carry out a cost analysis.</p>	
<p><b>Communications, Safety, Security, Environment - Brian Donohue</b> Brian reported the Events Calendar has been added to website. The Office is able to update a local Google calendar and events are automatically updated on the website.</p>	
<p>The Regatta and racing pages need to be updated. He will be available when the RC is ready to update and set up both clubspot and the website</p>	Brian/ Garrett
<p>Brian reported that the membership directory table was uploaded on Monday March 10<sup>th</sup> and, ideally, will be updated on a monthly basis. There was a discussion on the membership information to be uploaded to the website.</p>	Brian
<p><b>Facilities – Jim MacDonald</b> Jim noted that a number of projects were carried out while he was away. He thanked Angela. Jim reported that planned activity will ramp up this month with a priority of getting the interior of the junior sail building suitable for sail training. Jim’s first objective will be to further set some priorities and to develop a tentative time table to accomplish the higher priority items.</p>	Jim  Jim
<p><b>Treasurer – Debbie Mountenay</b> Debbie presented the following Financial Highlights to February 28<sup>th</sup>, 2025: <b>Statement of Profit and Loss</b> Total Revenue YTD \$ 1,095,673, Total Expenses YTD, \$406,516, Net Income \$689,157 <b>Balance Sheet</b> Cash \$376,901, Capital Deferment Fund \$180,126, Accounts Receivable \$655,904</p>	
<p>Debbie advised the Accounts Receivable will continue to be high until April 15<sup>th</sup>, the final due date for the dues. She also reported that \$50K was transferred into the Capital Deferment Fund</p>	

	<p><b>Marina, Moorings, Breakwater – Brian Weatherbee</b> Brian reported the cost to repair the bridged area of the marina back to the original build. The Management Committee agreed to have this work done.</p> <p><b>Fleet Captain Sail, Sail Training – Marco Plasse</b> Marco advised at this time there was nothing new to report.</p> <p><b>Rear Commodore – Garrett Landry</b> Garrett was unable to attend the meeting and sent the following report: The Awards Night was a success with over 100 people in attendance. The event was catered by Mr. Smooth. Feedback indicated that attendees enjoyed the well-organized event. There were also several compliments on the food. Financially, the event was budget neutral.</p> <p>The sailing committee is making preparations for the season, with discussions planned for some decisions around rule changes and fleet splits, and a kickoff meeting planned for mid-April.</p> <p><b>Vice Commodore, Human Resources – Paul Mackley</b> Paul was unable to attend the meeting and sent the following report: <b>Policy and By-laws</b> The By-laws that were approved by the members at the AGM have now been approved by the Register. The final versions of both the Policy Manual and the By-laws are now posted on our DYC website. A small revision to the Policy Manual regarding Joining Fee will be brought to the MC meeting in April for consideration. <b>Human Resources</b> Nothing to report this month.</p>	<p>Brian</p> <p></p> <p>Garrett</p> <p></p> <p>Paul M</p>
<p>4.</p>	<p><b>Report from General Manager – Angela Chisholm</b> Angela submitted the following report: <b>Executive Summary</b> February was a busy and productive month with a strong focus on community engagement, event delivery, and preparations for the upcoming season. The Halifax Boat Show provided valuable exposure, and early-season sail training and sponsorship activities continued to build momentum. Staffing, training, safety planning, procedure reviews, and stakeholder engagement remain key areas of focus to ensure smooth operations as we approach spring. <b>Finance &amp; Administration</b>  <ul style="list-style-type: none"> <li>• Continue to implement new financial controls and reporting mechanisms.</li> <li>• Monitoring Actuals to Budget and providing overview to Treasurer.</li> <li>• POS update – demo complete, project approved, implementation to take place end of March.</li> </ul> <b>Operations</b> <ul style="list-style-type: none"> <li>• Participated in the Halifax Boat Show with engagement from 28 club member volunteers. Converted one Outport Member to Senior Membership. Successful community engagement regarding membership and sponsorship.</li> <li>• Preparations took place for Rear Commodore's Awards event.</li> <li>• Junior Sail relocation confirmed with suppliers, and planning underway.</li> <li>• Established project plans for the next two months to ensure smooth pre-season operations.</li> <li>• Actioned short-term plan for facility maintenance. Multiple projects completed.</li> <li>• Monitor and enhance security measures – system update on kitchen sensor, boardroom door and electrical panel. Revised process for dispatching police.</li> <li>• Weather challenges, including significant ice conditions over several weeks, resulted in increased member communications and updates to ensure safety and provide timely information.</li> </ul> </p>	<p></p> <p>Angela</p> <p>Angela Angela</p> <p>Angela</p> <p></p> <p>Angela Angela Angela</p>

	<ul style="list-style-type: none"> <li>• Bobcat review and proposal drafted for further discussion with Audit &amp; Finance.</li> </ul> <p><b>Events &amp; Sponsorship</b></p> <ul style="list-style-type: none"> <li>• Hosted 1 private event and 3 member events: Valentine's Day, Super Bowl, and SailGP Watch Party.</li> <li>• Held 2 music nights during TGIF Member Nights and 1 Thursday Music Jam.</li> <li>• Hosted 2 Beer Bottle Races.</li> <li>• Prepared and launched the Events Calendar on the website, receiving positive member feedback.</li> <li>• Rental guidelines currently under review to address inconsistencies between verbal agreements and written policies.</li> <li>• Sponsorship update: 2025 sponsorship commitments total \$27,000 from 11 sponsors (compared to \$21,000 from 14 sponsors in 2024). Sponsorship prospecting remains active.</li> </ul> <p><b>Sail Training</b></p> <ul style="list-style-type: none"> <li>• Junior Sail program at 74% capacity, representing 120 sailing weeks. 2024 capacity was 67% with 183 sailing weeks.</li> </ul> <p>Angela advised that an Occupational Health and Safety committee needs to be established. Angela will move this forward.</p>	Angela
5.	<p><b>New Member Applications</b> Pamela Yates, Social</p> <p><b>Motion</b> – Moved by Debbie, seconded by Jim, that the above application be approved subject to final verification by the General Manager with the Commodore's review and final approval. Motion carried.</p>	All
6.	<p><b>Suggestion Box</b> There were no suggestions in the box.</p>	
7.	<p><b>Correspondence</b> No correspondence at this time.</p>	
8.	<p><b>In Camera Session</b> An in camera session will be held, if required, after the meeting ends.</p>	

### Unfinished Business

9.	<p><b>Stray Current Issue</b> This project will continue in the Spring when the boats are back on the marina.</p>	Brian W
10.	<p><b>Accessibility</b> Angela had contacted Paul Tingley to carry out a mini assessment of the site and advise.</p>	Angela

### Ongoing Projects

11.	<b>Junior Sail launching Area</b> Angela gave a presentation on the new launching area. She has received a quote for a wider ramp. The presentation indicated the rearranging of the mast racks for more room to prepare boats for class and safety to participants. The location of the dinghy dock was discussed.	Brian W/ Angela
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### **New Business**

12	<b>Bobcat Inspection</b> Angela had an inspection carried out resulting in a failed inspection. She has been advised that the bobcat must be inspected annually. Angela presented a quote from Liftow to carry out the repairs. The Management Committee agreed to have the service done and the bobcat reinspected. Angela advised staff will be trained in April.	Angela
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### **Date of Next Meeting**

Tuesday April 8<sup>th</sup>, 2025 at 7:00 p.m.

### **Meeting Termination**

**Motion:** Moved by Greg, seconded by Brian D, to terminate the meeting. Motion carried. Time 8:08 p.m.