

**DRAFT**  
**JSCA Board of Directors**  
**Meeting Minutes**  
**May 8, 2006**

**Present:** Chair, Brian Key, Gail Owen, Andrei Bredin, Dan Wallace, Ray Douthwaite, Mina Fung, David Loutit, Andy Hunt, Peter Chin, Deirdre Webster, Stephen Chessor, Mike Cotter, General Manager.

**Regrets:** Alan Johnson, Richard Spencer, Matt Carter, Colin Lee.

**Guests:** Mark Freeman, Locarno Sailing Club; Ivan Waisbluth and Chris MacLeod, UBC Sailing Club; Hermann Zinser.

**1. Approval of Agenda**

Agenda approved.

**2. Approval of Previous Minutes**

Minutes of April 11/06 approved.

**3. President's Report—Brian Key**

The Board toured the washroom, changeroom, shower components of the Phase 5 Building Renovation.

**Motion:**

“That the Planning Committee proceed with the installation of a bar for hanging wetsuits in the men's shower as well as a narrower seating configuration in the men's change room.” Carried

Brian reported that Colin Lee is planning to resign as a JSCA Director to pursue business opportunities overseas.

**Motion:**

“Should a vacancy become available, an email should go out to the membership notifying them of the vacancy and inviting interested members to submit their interest in writing within 30 days.” Carried

Brian encouraged committee chairpersons to respond to member email suggestions positively.

**4. Treasurer's Report –Mina Fung**

The board reviewed the monthly Budget Statement for April 2006.

**5. Planning Committee Report—Dan Wallace**

Dan reviewed the Jericho Sailing Centre Phase V Building Renovation Progress made in the past month and previewed the steps to come. The washrooms should be ready for the Open House this weekend. The Safety Observation Deck is still a couple of weeks away from completion. The railing and staircase still need to be delivered and installed. We will be able to get the Mayor to the deck via elevator for the 2006 Season Opening. Once the Phase 5 Renovation has been completed the Planning Committee will refocus on the Compound Development Plan.

**6. Operations Committee Report – Deirdre Webster**

Deirdre reported that the committee is concerned that some of our affiliated groups may be improperly storing fuel, propane tanks and hazardous chemicals within the JSCA building and compound. JSCA will contact the clubs and provide safety information.

Discussion of unpaid craft in the compound. Fees are due every year on April 1 and the committee would like to see JSCA take a tougher stand on late payers.

**Motion:**

“To amend JSCA Storage Policy 5G to commence charging the late fee the day after fees are due.” Carried

**Motion:**

“Craft unpaid as of May 1 are subject to relocation or, removal with 30 days notice.” Carried

Members to be notified via the website and in the next Centreboard.

**7. Safety Committee Report – Andrei Bredin**

Andrei reported that there were 14 participants in the Jericho Rescue Team Training Course. Nineteen Jericho Rescue Team Members recertified their WCB Level I first aid this past weekend. VHF Radio Certification is scheduled for May 27.

Peter Chin stated that JSCA needs to change the launch procedures for rescue boats as he saw one go down the ramp out of control last week. The GM asked him to report any such incidents right away so that they can be appropriately addressed. The Safety Committee will look into this Peter’s concerns.

David Loutit suggested orange traffic cones alerting pedestrians to be cautious of boats launching should be placed at the top of ramps just outside ocean gates.

Discussion of replacing current cotton Jericho Rescue t-shirts with more technically correct poly propylene.

**8. Programs Committee Report – Andy Hunt**

Andy reported on the upcoming Jericho Boat Show Open House and Sailpast and ways of making the Sail past more interesting. Racing programs are in full swing with the Jericho Classic Regatta scheduled for June 3 & 4.

**9. Bylaws Committee – Gail Owen**

Gail reported on the qualifying questionnaire for Directors and Officers insurance and the need to ensure that every potential Director is eligible.

**Motion:**

“That the Bylaws Committee draft a questionnaire for future JSCA Board Nominees regarding eligibility for liability insurance.” Carried

Gail reported on the JSCA’s ability to enter into contracts for commercial services with respect to the Park Board User Agreement.

Gail reported on the draft JSCA Electoral Procedures prepared by Richard Spencer and discussed at the committee meeting as well as the second draft which incorporates the committee’s discussion.

Discussion of wording in policies, procedures and bylaws regarding “...a member in good standing...”. Currently every member card contains the member’s name followed by the phrase “Is a member in good standing.”

## 10. General Manager's Report – Mike Cotter

The summer staffing schedule commenced May 1 with the addition of Rory Johnston as Safety Officer, Jill Vivian as Secretary/Receptionist and Dory Haney as Storage Officer II. This brings the staff level to eight members from May 1-September 4 covering a 4.5 acre facility, 15,000 square foot building which is in use 16 hours a day seven days a week. Staff members are spread thin and we very much appreciate the assistance and support of our volunteers. Once the new staff have been trained office hours will be expanded to better serve the needs of our members and guests. The office will be open from 0900H-2100H Tuesdays through Saturdays and 0900H-1800H Sundays and Mondays.

The deadline for our membership survey was April 30. One hundred and sixty seven members participated. We will compile the data and report on the results later in the summer.

A milestone of sorts- JSCA's longest serving employee Ross Risby marks 20 years as our Groundskeeper.

Passing notes-over the past month JSCA's former Maintenance and Storage Manager, Robert Waltz, and JSCA founding member, Wolf Heyms passed away.

## 11. Other Business

### A. Excess Signs on Fence

David Loutit mentioned that there are a number of signs on the Jericho Sailing Centre fence which don't belong. They will be removed promptly.

### B. Criminal Record Check

Discussion of requiring criminal record checks for JSCA Board and Staff Members. It would also be prudent to include volunteers who come into contact with juniors. The board generally agreed that this is a good idea. There is a cost to do this. Research required.

### C. Director's Attendance

Peter Chin put forward the following motion:

#### **Motion:**

"That those members of the Board who have missed more than 3 meetings in a row resign their positions." Failed (1 For, 10 Opposed)

### D. Draft Minutes on Website

Draft minutes posted on the website will be updated once they are approved.

## 12. Next Meeting Dates

Bylaws Committee	May 15	1900H
Programs Committee	May 17	1900H
Operations Committee	May 24	1900H
Safety Committee	June 5	1900H
JSCA Board	June 12	1900H

## 13. Adjournment