

**JERICHO SAILING CENTRE ASSOCIATION
BOARD OF DIRECTORS
DRAFT MEETING MINUTES
DECEMBER 11, 2007**

Present: Gail Owen, Chair; Brian Key, Dan Wallace, Chris Stairs, Jim Quinn, Philip McIlvenna, Mina Fung, Deirdre Webster, Richard Spencer, Ray Douthwaite, Tony Martin, Mark Scott, Ashley Ford, Mike Cotter, General Manager.

Regrets: Graham McGlashan, Ian Upright.

Guests: Andy Hunt, Mary Thompson.

1.) APPROVAL OF PREVIOUS MINUTES

November 13, 2007 Board Minutes approved.

2.) BOARD VACANCY

Mark Scott and Andy Hunt each responded to the Board's request for interested members to step forward to fill the vacant board position. Mark Scott was elected by the board.

3.) ELECTION OF OFFICERS OF THE ASSOCIATION

A) President

Richard Spencer chaired this segment of the meeting. Brian Key and Gail Owen had each been nominated at the November meeting. Gail Owen was elected as President.

B) Vice-president

Chris Stairs nominated Richard Spencer, accepted. Richard Spencer was acclaimed as Vice-president.

C) Treasurer

Brian Key Nominated Mina Fung, accepted. Mina Fung was acclaimed as Treasurer.

D) Executive Secretary

Jim Quinn nominated Ray Douthwaite, accepted. Ray Douthwaite was acclaimed as Executive Secretary.

4.) PROGRAMME'S COMMITTEE REPORT – Andy Hunt

Andy reviewed the discussion items contained in the Annual Fleet Planning meeting minutes of November 27, 2007. The 2008 JSCA Event Schedule was circulated. The next Programmes Committee meeting will be on Tuesday, January 29 at 1900H.

5.) OPERATIONS COMMITTEE REPORT – Mark Scott

Mark reviewed the discussion items contained in the Operations Committee minutes of November 22, 2007. The board discussed the issue of derelict and

unused craft taking up valuable compound space at the Jericho Sailing Centre while there are members on the waiting list for craft storage. The Storage Policy allows the JSCA to force removal of these craft.

Motion:

“That the board adopt a policy that boats that are unusable or inactive for at least one year receive notice to vacate.” Carried

Operations Committee members will assist staff in identifying these craft. The annual invoices for these craft will be removed from the bulk January mailing and a “Notice to Vacate” will be mailed to the owner’s of these craft. The craft must leave the compound no later than March 31. An appeal process will be outlined in the “Notice to Vacate”.

6.) FOOD AND BEVERAGE COMMITTEE REPORT – Gail Owen

Gail reported on the progress at the December 10 contract renewal meeting. The committee will propose renewal of the JSCA Food and Beverage Operator Agreement based on Jericho Foods Inc.’s new business plan satisfactorily addressing the following goals as identified by our members in the JSCA Food Services Forum process this past Fall:

- A. Improve service level to members in Sailor’s Lounge.
More staff attention & full menu service.
- B. Add economically priced, convenience menu items.
“Grab & go” pre-packaged selection of items to facilitate members’ speedy transition from the parking lot to the water.
- C. Expandable “Member Only” seating plan.
To ensure members have adequate seating in peak periods. Members will be required to display their membership card while occupying tables in “Member Only” seating areas. JSCA staff will assist Galley staff in enforcing member seating policy when available during peak periods.
JSCA will participate by enhancing rooftop deck and Sailor’s Lounge seating opportunities.
- D. Improved method of “Order Ready” notification.
Reduce noise pollution to improve ambience.
- E. Better meet the catering needs of JSCA affiliated groups.

The Committee will meet with Jericho Foods Inc. in January to ensure these points are addressed to the satisfaction of the JSCA. The agreement will be reviewed by JSCA’s legal council prior to approval.

7.) GENERAL MANAGER’S REPORT

Mike reported that staff is working together with affiliated JSCA clubs to allow them to use the JSCA proximity membership card to operate their clubroom doors. We are also prepared to put the Sailor’s Lounge door on a proximity card lock system in the new 2008 membership year subject to consideration by the Operations Committee.

Mike will be commencing his annual holiday on Dec. 17 until Jan. 18. Mike will be available by phone in the event of an emergency and periodically checking email for non-emergency opportunities. Mike will be attending a Vancouver Park Board staff meeting with consultants regarding Marginal Wharf options in early January. Results of this meeting will be reported to the January Board meeting.

8.) OTHER BUSINESS

Balance between Board and Committee Business

The Board discussed the ebb and flow of consideration of issues between the board and its committee's. While committees are expected to deal with issues more in depth and report their conclusions to the board to allow for a business like pace, some issues warrant more in-depth discussion at the board level, and the resulting decisions can benefit from the consideration of 15 informed members.

Committee Meeting Schedule

Richard reminded committee Chairs to please notify him as soon as meeting dates are set so that they can be posted on the website. Upcoming Committee meeting dates are:

Operations Committee	January 21 @ 1900H
Programmes Committee	January 29 @ 1900H
Planning Committee	January 30 @ 1900H
Safety Committee*	February 9 @ 1000H

* RSVP JSCA Office as this meeting will be at the Vancouver Boat Show

9.) ADJOURNMENT

Next JSCA Board Meeting January 22, 2008 @ 1900H