

28 JUNE 2018

POLICY DECISIONS
Navy Yacht Club Everett Board of Directors

BOARD OF DIRECTORS

- Board meetings are open to all members. Any member wishing a copy of the minutes should send a request to the Secretary in writing or via email; a copy will be emailed after approval by the Board.
- Box.net invitations will be sent to all Board Members providing them access to NYCE documents on the site. The Treasurer and Secretary will populate their respective folders with monthly Budget Reports and Board Meeting minutes.
- Only one member per active membership will serve simultaneously on the Board. This policy may be waived by a majority vote of the Board in the event a temporary replacement is required. The temporary replacement will waive their voting rights.

CRUISING

- The Board of Directors will establish a budget for each cruise. Cruise captains will be reimbursed up to the budgeted amount. Beginning 1/1/18, \$200 per weekend Cruise (\$250 for long weekend) will be allocated per cruise for up to 20 boats. \$10 per additional boat will be authorized for cruises exceeding 20 boats signed up for the cruise on the Friday preceding the cruise. Expenditures over and above the budgeted amount will not be reimbursed. Expenditures by Cruise Captains incurred for cruises that are canceled by the club will be reimbursed. No NYCE funds will be used to purchase alcohol for consumption at NYCE sponsored events.
- As necessary the Fleet Captain may elect to make a nominal payment to reserve a block of slips at marinas. Use of these slips will be on a first come first served basis. In the event that more boats attend the cruise than there are club reserved slips, it will be up to the individual member to make the reservation and pay any reservation fee.

- Prepaid Moorage: When the club pays for a block of slips at a marina, club members will reimburse the club prorated up to the daily moorage rate at the marina.
- Website signup date/time will determine priority for cruises where a limited number of slips are available.
- Cruise points are awarded according to the following:
 - 2 points per weekend cruise (Boat must be physically present at rendezvous at least one overnight)
 - 2 additional points for Cruise Captain
 - 1 additional point for assistant Cruise Captain
 - Only Cruise Captain is given Cruise Captain Gift
 - 1 point per night on summer or other multi-destination cruises
 - 2 additional points per night for Cruise Captain on summer cruise or other multi-destination cruises
- Buddy Cruise:
 - 1 point per port with a minimum of three (3) NYCE boats required
 - No cruise points awarded if:
 - Cruise is not posted on “Buddy Cruise” tab on our website at least 48 hours in advance of cruise.
 - NYCE already has a scheduled cruise posted.

FINANCIAL

- The Board will appoint a minimum of one additional member to have online banking access and signatory authority to back up the Treasurer. Appointed member(s) will monitor the account but will not make transactions or manage the account without the permission of either the Treasurer or the Commodore.
 - The Treasurer will be provided email/voice notification of any transactions the day of transaction and be provided electronic or hard copies detailing any completed transactions within 5 business days.
- The Treasurer will establish a budget file to track deposits and expenses. This file along with a file recording deposit / expense receipts will be stored on “box.net” and updated monthly to reflect the current budget status.
- An annual account review will be conducted to discuss the procedures and practices of NYCE accounting. Spot checks of deposit and withdrawal transactions will be compared with the

checking account. The review will be accomplished by a NYCE member selected by the Board. At a minimum, the current treasurer and Commodore will participate in the review. Participation of the most recent past treasurer is encouraged.

- In recognition of Internal Revenue Service Code, para. 501(c)7, the Board affirms its policy not to procure goods or services from club members, or companies owned or operated by club members using club funds.
- No NYCE funds will be used to purchase alcohol for consumption at NYCE sponsored events.

MEMBERSHIP

- If a previous NYCE member desires to return to the Club, and already has nametags and a burgee, then they shall pay dues for the current year. Their return application will be approved by the Board as with any new member. Once approved, they may be given their previous member number. If they require a burgee or new nametags, then they shall pay current replacement costs.
- Checks received with an application for membership in NYCE after 15 July of the current calendar year will also be applied for that membership's dues for the following year.
- Membership applications may be approved by e-mail unless one of the board members requests that the application be reviewed at a board meeting. Membership applications are approved by a majority vote of the Board of Directors.

NYCE "SOLS" Fund (Support Our Local Sailors)

- Background:
 - For many years NYCE has donated commissary gift cards (purchased from Club member's donations) to Naval Station Everett for distribution to deserving military families, primarily for use during the holiday season. The Club has designated this program as the SOLS Fund and views it as a contribution to the welfare of our local service community.
- Execution:
 - No NYCE income monies are donated. All funding is thru individual member donations specifically targeted to the SOLS Fund to purchase

commissary gift cards. Card denomination amounts should be coordinated with NSE Command Master Chief (CMDCM).

- Donations may be accumulated thru SOLS Fund Jar donations at general membership meetings, silent auctions or similar events, raffles or games during NYCE cruises (at the discretion of the Cruise Captain) or contributions via the “check-off” box on the NYCE annual dues and party email invoice. Face to face or “pass the hat” solicitations are discouraged.
- Deliver NYCE SOLS Fund commissary gift cards in early December. To have an effective holiday season outreach, the Naval Station needs sufficient lead time to identify recipients and distribute the cards. The Commodore will ensure gift cards are purchased and delivered to the Naval Station Command section (CMDMC) NLT 7 December. Clearance from Navy Region Northwest must be arranged through the NSE JAG Office before the commissary cards can be accepted and typically takes 5-7 business days.
- NYCE’s SOLS Fund campaign will typically run from 1 Apr to 30 Nov annually. Given the end-date constraint above and considering outreach fatigue, active collections should be focused. The April -November timeframe will encompass five general meetings, NYCE Opening Day and several cruise dates at which Fund donations could be collected. Funds collected after the November period will be applied to the SOLS Fund for the next calendar year.

RECIPROCAL

NYCE coordinates with the Port of Everett Marina to provide reciprocal services to other yacht clubs that have agreements with us. The Port of Everett coordinator is Donna Hospodar (425) 388-0670, donnah@portofeverett.com.

We use the website YachtDestinations.org (YD) to coordinate our reciprocals. Because it is so easy and convenient, we have mostly stopped doing reciprocals with clubs that aren’t using YD. YD provides specific guidance for visiting reciprocal boaters club-by-club.

We are following these reciprocal program policies:

1. Port procedures. The Port asks to see each requester’s yacht club card, checks that club against our list, logs each requester and sends us a copy of the log each month with the amounts totaled. The NYCE Treasurer then pays the amount to the Port. We do not pay for unused nights/berths. Note: some other clubs do this differently. Two other yacht clubs also use Port of Everett

slips – Mukilteo YC and Milltown Sailing. It is up to the Port to decide which club to charge for a reciprocal use but they are supposed to rotate between the clubs. We send a copy of our reciprocal clubs and this guidance to Donna in January of each year for their compliance.

2. We offer two slips/boats per night year-round. There are no restrictions for any day of the year. Rafting is not allowed. No reservations ahead of time. First come, first served.
3. Berths are all in the 12th street marina on Dock 6 finger piers (the south side of the waterway). A boater can use any slip on Dock 6 not temporarily reserved.
4. About half of the slips are 50' and others are shorter. The Port has requested we not have any reciprocal boats longer than 53'.
5. We allow only one night per month for a particular boat.
6. The boater does not have to pay up front with reimbursement later like some clubs.
7. We do not charge for power use (unlike most other yacht clubs!)
8. We exchange reciprocal agreements with approximately 110 other yacht clubs and will reciprocate with any club that seems to offer something of value. We have dropped several clubs over the years that offer a poor reciprocal in return and will consider others for dropping in the future.
9. We budget approximately \$4,000 to reimburse the Port for used reciprocals and to pay the YachtDestinations.org fee. (\$100).
10. A boater can access our information on YachtDestinations.org directly on the internet, or can access it through the NYCE website.
11. We have eliminated reciprocal arrangements with clubs from California thinking that they may use our slips but it is unlikely that our NYCE members would use theirs. However, we do have some out of area reciprocals that seem useful such as Honolulu, Waikiki, Juneau, Ketchikan, and along the Columbia River. We don't accept reciprocals from the five clubs that are in or very near Everett (Mukilteo YC, Milltown Sailing, Everett YC, Hat Island YC and Dagmar's YC). Our thinking is that their members might use our facilities in lieu of paying their own moorage.
12. We do not allow NYCE members to use our reciprocal slips in Everett.
13. NYCE members can get a PDF file of all YD information via the Reciprocal Coordinator. The files can be full or half page suitable for use on a smart phone of small screen. Email requests should be sent to the NYCE reciprocal chairman.