



**Singles Under Sail  
Minutes of Board Meeting  
Norwalk City Hall  
January 11, 2018**

**Attending:**

President - Tony Reyes  
Rick Takatsch (outgoing)  
Vice President - Teresa Nilla  
Treasurer - Chip Munk  
Commodore - Peter Luciano  
Sailing Events (outgoing) - Janet Steinberg  
Special Events - Aija Klebers  
Public Relations - Ronnie Ross  
Newsletter – Leisa Bell  
Membership - Position Vacant  
Education (outgoing) - Tom Zagaroli

**Absent:**

Programs - Rick Keen  
Secretary – Joanna Romersa  
Director of Skippers (outgoing) – Mike Smith  
Special Events (outgoing) - Cherie Flavin  
Newsletter (outgoing) - Lael Burns  
Public Relations (outgoing) – Carolann Carter

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Meeting was called to order at 19.16

In the absence of Secretary, Janet S and Teresa N agreed to take notes for recording of minutes. The meeting was also recorded on audio as a test run for future usage. There were no objections.

**Action Items from previous meeting:**

**NONE**

**Meeting Minutes**

Tony moved, Leisa seconded, to approve the minutes of the November meeting.

**MOTION PASSED UNANIMOUSLY.**

**Treasurer's Report**

Rick moved, Tommy seconded, to approve the treasurer's report.

**MOTION PASSED UNANIMOUSLY.**

**Communications**

- Peter L received a note from Bob Lussi requesting clarification of status of Charley Raymond's bequest to the club. Rick T reported that the money was still in "limbo" (probate etc). No specific sum had been discussed.

## **Director Status Reports**

**Vice President:** Teresa reported meeting locations were not yet finalized.

The Coastguard Auxillary Flotilla was being considered for an educational evening on the first Thursday in May, in addition to the usual June pot luck meeting. She is reaching out to Joe DeFranco to book.

**Commodore:** No updates.

- **Appointment of Vice Commodore**

Peter moved, and Aija seconded, proposal to appoint Rick Takatsch as Vice Commodore until the skippers' vote at the skippers' meeting at the end of the month.

**MOTION PASSED UNANIMOUSLY.**

- **Request for membership** – The board went into executive session at 7:30 pm to discuss a request for membership from a previous member.

### **Membership:**

- There had been no change since the last meeting – we have 118 paid up members and 2 Life members.
- There was a question on how we could get access to membership snail mail addresses as they have been omitted from membership list. This will be reviewed at a later date after discussion, implementation of new web features.
- Leisa has redone the membership application and will maintain the database for now.

**Programs:** Rick K not present. Pete to reach out to Rick K to obtain current status of programs.

Board went into executive session at 8:55 pm to discuss Director of Programs vacancy and returned to the regular agenda at 9:03 pm.

**Special Events:** Aija reported she was already putting out feelers for next year's Holiday Party and opened up discussion about having the Holiday Party in conjunction with other clubs (such as Escapades and the Greenwich Club - both single social clubs). This could give us leverage on costs, increase attractive locations which could enhance membership. The Shorehaven Club was given as an example of a prospective location. After general discussion it was suggested we try some combined events before making a decision about the Holiday Party.

**Newsletter:** Leisa reminded directors that the deadline for submissions to the Masthead is the 20th of each month.

- New board members were asked to present a photo and short bio for upcoming newsletter.
- President also to submit his vision for the club.

**Public Relations:** Ronnie presented her ideas for upcoming year. Planning a close working partnership with membership in the drive for new members. In addition to our current outreach, she proposed:

- The introduction of flyers 8.5 x 11.00" size, postcard size and business card size handouts which we can use to disseminate info at networking/social/meeting events.
- Teresa and Karen are working on a venue for meet-up party. The Crab Shell was suggested as an attractive site due to its central location for membership and waterside location in addition to attracting the younger demographic population.

- Reviewed website with Ida and has updated pictures on both Meet Up and website with more recent pictures and happy smiling faces!
- Stories in Newspapers.
- Screening of the Meet Up membership list to give us a better picture of current active attendees.
- How can we encourage inactive skippers to participate? Peter suggested organizing a “you will get on a boat this weekend” promo.

**Vice Commodore:** Sailing events. Planning of events to be reviewed with skippers.

Open sailing events to be introduced during the season in addition to our usual twilights, daysails and Sailaways.

**Unfinished Business:**

**MOP Updates:** Updating of MOP to contain new procedures, etc how to get to sail. Also some info out of date. Rick T, Pete and Tom to work on updates.

**Members Portal Implementation:** Tony presented a slide show about a new program called “Member Planet” that can be used for club communication. It has additional features that would enable us to collect fees online for membership, special events etc and also send emails, invitations to events and check invitation history. Database is searchable and updateable. The fee is \$300/yr and there are additional charges as you add features. More details need to be determined and it was suggested we implement it one step at a time.

Motion to purchase Member Planet for \$300/yr made by Tony, seconded by Aija.

**PASSED UNANIMOUSLY**

**Membership Application Process:** Changes on way so that we only fill out application once and update details every two years.

**New Business:**

**Email communications:** Tony wants to establish a more professional image. He made a presentation of new system that was well received. For \$75/yr we can purchase SUS mailboxes: President, Commodore etc. These will belong to SUS and info will remain in them when person holding the position changes. Leisa moved that we purchase the mailboxes for a price of \$75/yr and that a board administration line be created.

**MOTION PASSED UNANIMOUSLY**

**Meeting was adjourned at 9:58 by a unanimous vote.**

Minutes prepared by Secretary J. Romersa from audio recording and J. Steinberg’s notes