



**Minutes
Cruising Club of America
Governing Board Meeting
Via Zoom
Wednesday, June 8, 2022 1600 hours (EDT)**

1. Commodore Otorowski called the meeting to order at 1605.
2. 22 people were in attendance, including Commodore Chris Otorowski, Vice Commodore Jay Gowell, Secretary Molly Barnes, Treasurer Kathleen O'Donnell, Historian Doug Adkins, Membership Chair Ernie Godshalk; the following Rear Commodores: Stephen Calhoun, Ernest Hamilton, Pat Montgomery, Mark Myers, Dennis Powers, David Tunick, and David Utley; the following Elected Governors: Rowena Carlson, and Dennis Durgan. Invited guests in attendance were: Financial Affairs Committee Chair Chace Anderson, Post Captain Paul Bushueff, Post Captain Peter Driscoll, Fleet Captain Chris McNally, Webmaster Michael Moradzadeh, Post Captain Dick Waterman, and Fleet Surgeon Jeff Wisch.
3. Commodore Otorowski welcomed attendees by wishing for us that our boats are successfully in the water for the summer sailing season. He noted that the PNW station just had a successful cruise and the Narragansett Bay had an event last weekend as well.
4. Commodore Otorowski extended his thanks to the many people who have been working hard since our last meeting to get the dues delinquencies squared away. He noted that in this process, we have realized that we sent notices in December and January, but none since. Many individuals have made payments since our last meeting and we are down to only 90 dues delinquencies.

Treasurer Kathleen O'Donnell noted that she has received many nice comments from members who have settled their dues recently. Kathleen noted that there are a number of people who have commented that our dues collection process has not been effective but that they are happy to be a part of the club. We also noted that we have a clear plan (approved in the April meeting) for billing next year.

Webmaster Moradzadeh noted that the plan for next year includes:

- a) Heavier and much earlier use of paper mailings to members
- b) Using a transactional email service, which is more suitable to sending out bills. A number of members had opted out of receiving emails from CCA, which also meant we could not send dues reminders via email. The transactional service reduces that.

In the process of sending letters and emails to delinquents (including a letter from the Commodore to 30 people who have no email addresses, a separate letter from the Secretary mailed June 3rd to 90 people, phone calls and emails from Rear Commodores & Post Captains), we discovered some of the flaws in the system and decided not to drop people from the rolls right now. Next year we will have a much more consistent process that will include real mail at the right time. Commodore Otorowski noted that we are likely to have a much better dues delinquency report in time for our fall meeting.

5. Chace Anderson gave a Financial Affairs report. He noted that it is a relatively new committee and that it has just completed a smooth transition with Kathleen moving from committee chair to Club Treasurer. The committee has met a couple times via Zoom this year and will meet again in September. The committee is charged with the following: reviewing the financial performance of the CCA and reporting to the Board of Governors; supporting the treasurer on financial issues as needed including oversight of the annual budgeting process, reviewing and advancing financial policies for the Board of Governors, and engaging an outside accounting firm to oversee the books and to ensure the financial integrity of the club.

The Financial Affairs Committee has accomplished a lot this year. It has: re-engaged a bookkeeping service to manage the cash flow of the club and prepare regular financial statements in Quickbooks; created a new budgeting process and calendar in order to have an accurate and inclusive budget for the board's approval before the fiscal year begins; updated the QuickBooks chart of accounts to align with the formats used in the budgeting process; and created an ad hoc effort to identify best practices for finances at the station level. The Commodore thanked the Financial Affairs Committee members for all their efforts to standardize the club's financial practices.

6. Membership Committee Chair Ernie Godshalk brought us up to date on the Seafarer Status Program. As a reminder, it is a dues waiver program for members who have serious health issues that prohibits their active participation in the club or for members for whom the dues represent an undue financial burden. The good news is the list now has less than 10 members. With the help of the Rear Commodores and the Station Membership Committee Chairs, the list has been brought up to date.

7. Commodore Otorowski addressed the proposal to seek sponsorship for the 100th anniversary celebration. First, he noted that Brin Ford and his committee are doing an excellent job of planning the Fall Meeting portion of the event. He reviewed the schedule and noted that 120 rooms have been booked and that we are expecting approximately 350 people to attend. The Commodore has met with Trixie Wadson who is in the business of securing sponsorship and has helped the Bermuda Race to do so in the past. While there is no way to know exactly what we can secure, the pre-meeting memos outline the various possibilities for recognizing sponsors (corporate sponsors) and patrons (members who donate to defray the cost of the event) for this event only. After some discussion, there was a motion and a second to accept the sponsorship plan as outlined in the pre-meeting materials. The motion passed unanimously.

During the discussion, it was noted that most of the potential sponsors are in line with the brand image of the CCA. Further, corporate sponsorship is not intended to be the new normal for CCA meetings but as a way to offset the cost of celebrating this particular milestone. The Commodore noted that many elements of the Centennial Celebration are about honoring and marking the history of the CCA, which is different from our regular annual events. Rowena Carlson noted that other events have Environmental Partners and the Commodore invited people to send him specific ideas (beyond avoiding the use of single-use plastic, straws etc) for ways to reduce the environmental impact of the event.

8. Vice Commodore Gowell gave an update on the cruises. The Newfoundland Cruise is the next one with 53 participants planning to attend this summer. In terms of the upcoming cruises, COVID stopped us from having events and also from planning future events so we are in catch-up mode, including looking for people to chair two cruises: The Grenadines in Spring 2023 and Mallorca in September 2023. The cancelled Mallorca Cruise was very well planned by Les Crane and thus should be relatively straight forward to oversee this time around, but Les is unable to chair it this time around. Commodore Otorowski volunteered to be a strong assist for that cruise because he has been there. The Grenadines cruise was last

held in 2009 so we have a cruise book, agenda and charts so it could be relatively easy to dust it off and modify it. Typically, the cruise chair organizes three events (one at the start, another in the middle and another at the end of the cruise), sets the route, works with the vendors and charter boat company.

Upcoming also is the Baja Cruise in the spring of 2024. Steve Calhoun noted that the SoCal Station has its first organizing committee meeting for that cruise next week. They are in the process of picking a cruise leader and committees to address the various details.

The cruise in Malta and Sicily in the fall of 2024 will be chaired by Les Crane. Right now, he is working on pinning down the dates for charter boats for that cruise.

The next cruise after that will be in May or June of 2025 on the West coast of Scotland. Jonathan Brewin has volunteered to be the lead coordinator of that cruise.

If you have anyone in mind to be a cruise chair, be in touch with Vice Commodore Gowell.

9. Dennis Powers gave an update on the Fall Meeting. The committee is pulling together the dollar figures for the cost of the annual meeting and the various associated events and then Webmaster Michael Moradzadeh will create an online sign up. Dennis noted that the committee has reviewed the meeting schedule for all the committee meetings that have requested time to meet on Monday or Tuesday (September 12-13). Dennis will send the proposed schedule to the Committee Chairs for review in the next couple of days.

10. Fleet Surgeon Jeff Wisch gave a COVID update. He noted that COVID is surging nationally again. Interestingly enough, the PNW cruise had 8 of 18 COVID cases, underscoring how contagious this variant is. The boosters and vaccinations don't prevent you from getting COVID, but they do reduce the effects. While we are not recommending mask mandates for CCA events, the CDC recommendations are clear that masks are the most effective way to reduce the chance of getting COVID when in an area that is identified as high risk (as the east coast of the US currently is). He also noted that 60% of the cases are asymptomatic but still able to transmit the disease. Those with the highest risk for complications are people who are over the age of 65, a large portion of our membership. And finally, a reminder that for any CCA events, we are requiring that participants be vaccinated and boosted, which will be confirmed either by wristband, upload to the CCA website, or showing the vaccination card. The Commodore encouraged the RCs to take advantage of the CCA wristbands as an easy way to see that people have complied. We also thanked Jeff for his ongoing leadership and guidance.

11. Treasurer Kathleen O'Donnell gave a short update on insurance. We now have our insurance, which is more expensive than it has been in the past. Kathleen and Jeff Eberle are working on the division between the club and the Bermuda Race. It is worth noting that now the Cruising Guides have been actively added to the list of publications that are covered by the policy, an important addition given the club's exposure to risk there.

12. Vice Commodore Gowell gave a short update on the Bermuda Race, which starts next Friday. He noted that a few boats have dropped out but that most participants are isolating so that they can test negative for COVID for fear of being denied entry in Bermuda. There are always a number of boats that have to drop out of the race before the start (crew issues, boat issues, life issues etc) and we are expecting that a larger number than normal to drop because of COVID.

13. David Tunick reminded everyone that the CCA is involved with another ocean race that is coming up: The Bermuda Shorthanded Return Race, Bermuda to Newport. It begins on June 26th off St. George's; prizegiving is on July 3rd at Harbor Court/NYYC in Newport. The CCA is a partner in the race with the Royal Bermuda and NYYC. There are currently 22 entrants.

14. Commodore Otorowski reported that there have been ongoing concerns about the performance of Team One Newport. Others voiced some similar concerns. Team One is our official supplier for clothing and 15% of sales to CCA members is meant to be reimbursed to the Club.

15. The next meeting of the CCA Board of Governors is tentatively scheduled for Wednesday, September 7 at 1600 (EDT) via Zoom. This will be followed by the Fall meeting in Newport on Tuesday, September 13 at 1500 hours.

16. Commodore Otorowski asked if there was any new business to bring before the board. There being no additional business, the meeting was adjourned at 1710 hours.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Molly P. Barnes", with a stylized flourish at the end.

Molly P. Barnes
Secretary