



Minutes
Governing Board Meeting, Cruising Club of America
Tuesday, February 21, 2023 via Zoom

1. Commodore Otorowski called the meeting to order at 1600 hours and welcomed attendees. He noted that materials had been sent in advance, including a modified COVID policy.
2. There were 31 people in attendance to start, constituting a quorum, ultimately reaching 35 participants 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: Carter Bacon, Peter Balasubramanian, Peter Becker, Steve Calhoun, Les Crane, Bev Crump, Ernest Hamilton, Somers Kemp (RC Elect), Atle Moe, Richard Schaper, David Utley, and Tom Wadlow; the following Elected Governors: Rowena Carlson, Dennis Durgan, Ami Green, Hans Himmelman, Chris Terajewicz, and Jonathan Wright. Incoming Governors in attendance were: Gretchen Biemesderfer, Buddy Rego, and MA O'Neill. Invited guests in attendance were: Post Captains Ray Collum and Dick Waterman, Events Committee Chair Anne Kolker, Fleet Surgeon Jeff Wisch, Webmaster Michael Moradzadeh, Financial Affairs Committee Chair Chace Anderson, Final Voyages Editor Dave Curtin, BVI Cruise Chair Drew Kellogg, Florida Station Treasurer Pieter de Zwart, and former RC Pat Montgomery.
3. There was a motion made and seconded to approve the minutes from the December 6, 2022 Meeting of the Board of Governors as presented. **The motion to approve the minutes passed unanimously.**
4. The Commodore began by giving his report, an overview of what has kept him occupied lately including preparing for the fast-approaching Annual Meeting in NY and working with Vice Commodore Jay Gowell on the upcoming cruises.
5. Vice Commodore Jay Gowell gave his report. He began by thanking the volunteers who have planned the excellent upcoming cruises. The Commodore talked about the Caribbean cruise, noting that the committee concluded that recent violent events in St. Lucia made the destination less desirable in the short term. As a result, the winter cruise is now going to the British Virgin Islands, beginning in Tortola on March 11. Chris gave an overview of the itinerary and Drew Kellogg, the Cruise Chair, added that there is a NYYC cruise the following week so there may be some overlap. Moorings may have some additional boats for charter if anyone is interested. Drew noted that the itinerary for the cruise is posted on the CCA website and that there is no cruise fee, instead anyone in the area is welcome to join the cruise and pay as you go. The NYYC also invited any CCA boats to join their events the following week.

Jay then thanked Les Crane and Howie Hodgson for all the legwork they have done to set up the Mallorca cruise. He then asked Les Crane to give an update. We currently have about 132 people signed up on 22 confirmed boats, including 17 charters and 5 member boats, signed up. Les noted that Schengen changes have made it more difficult for Americans to cruise in the Mediterranean so several member boats that had expressed interest had to withdraw. Les noted that there have been some changes to the itinerary and gave an overview of the plans.

Steve Calhoun then spoke on behalf of Dan Gribble and Gary Davidson. The dates are now set for the 2024 Baja Cruise: May 3-12, 2024. They have a charter company that can have as many as 15-20 boats available for a one-way charter from Loreto to La Paz. Cruise co-chair, Dan Gribble, spent all of last year in the Sea of Cortez and has thus been very helpful in arranging the details. There will be more details available on the website, in Waypoints, and also in a flyer that will be distributed at the annual meeting in NY. The goal is to have approximately 120 participants on a combination of about 10-15 charter boats (catamarans in the 45-50ft range) and 10 member boats. The Southern California Station may also have a cruising rally in February or March to get some of the member boats down to Baja.

Jay then called on Les Crane again to give an update on the Malta/Sicily Cruise. Les noted the good news that the Malta charter company is allowing us to go to Sicily. We have 12 monohulls greater than 40 feet, and already 5 of those are chartered already plus 2 member boats that are planning to come. So in two days of registration, we have 7 boats with 38 people enrolled. The dates are the 2nd and 3rd week of September 2024 and there are more details about the planned itinerary on the website.

Jonathan Brewin is working with Barbara Watson to sort out the details of a cruise on the west coast of Scotland. That cruise, originally scheduled for June, will now be in July of 2025. Jay noted that there will be more details to follow as they work through them.

Jay then noted that he is making an effort to increase the number of cruises, including offering one winter cruise each year in the Caribbean. Currently looking at the possibility of Antigua, Guadalupe or both in the winter of 2024 and then in the winter of 2025, they are looking into organizing a cruise in the South Pacific- French Polynesia, Tahiti or something like that. And then another cruise in the winter of 2026, which is a Bermuda Race year.

Jay thanked all of the people who have stepped forward to organize or help with a cruise because it is one of the things that distinguishes the CCA from other clubs. He went on to note that we will need more people to help with future cruises. Noting that the cruises are signature CCA events, Jay encouraged anyone who might be interested in helping to organize one to reach out to him.

In thanking Jay and the cruise chairs for their efforts, the Commodore also noted that the cruises are the essence of the club. Reflecting on some of the past exotic cruises that CCA members participated in, Chris mentioned that he and Jay are trying to mix back in some adventurous cruises to more unusual areas.

6. The Commodore then called on the Treasurer, Kathleen O'Donnell, to give her report. She began by announcing that the dues collection process, which has been revamped in the last 9 months, is working. As of today, there are only 100 people who have not yet paid their dues as compared to over 400 at this time last year. As a result of the dues collection process, we have done more investigations into why people are not paying their dues including resignations and seafarer status, which Ernie will

cover in his report. We are at the point now where we will start mailing actual letters. Kathleen highlighted that for the Essex and Great Lakes stations, 100% of the members have paid their dues.

Kathleen then noted that the proposed budget was in the packet. She noted that the only change from the December draft is the inclusion of actual numbers for the annual meeting in March. She noted that in general, costs are up and also highlighted the fact that the shift from Thursday-Friday to Friday-Saturday is more expensive because NYYC labor costs are higher on the weekend. She also noted that the insurance numbers may be optimistic and that we will see in April what the actual costs are. In addition, the cost of publications has risen significantly. We recently spent \$34,000 to publish and mail Voyages. The bottom line shows a loss of \$15,000 but we are hopeful that new members will offset that and there is also a contingency of \$20,000 built into the budget.

Kathleen then remarked that she recently had a productive meeting with the bookkeepers in Maine. She is very pleased with the results in terms of charting accounts and getting set up to receive reports in a more timely manner.

The Bermuda Race Organizing Committee, Bermuda Race Foundation and the CCA have now completely cleared the books so there won't be any more back and forth on spreadsheets between them. There is an operating agreement between the three entities but the race is a separate organization so there is no financial exposure for the CCA anymore. At this point, given the budgeting process and controls that are in place, we anticipate that the BROOC will run the race at a modest profit and will not be seeking financial support from the CCA.

Atle Moe raised a question that came up in the RC meeting- how does the CCA allocate money back to the stations. The station allotment is based on the head count, so each station receives \$15/member from national. Kathleen also noted that she will be asking for each station's balance of account in order to report those funds on our balance sheet for the IRS. Similarly, there is a line to report the club assets so going forward, Kathleen will be asking each station to share a record of their physical assets- anything that the club owns for more than a year.

In response to some questions, Kathleen explained that the budget for credit card fees was down to \$10,000 from \$20,000 last year because last year was an outlier with the Centennial celebration. She also explained that the \$26,7000 in cruise revenues is a function of Mallorca registrations that have come in before any of the expenses have been paid. She expects it to net out over time.

There was a motion made and seconded to approve the 2023 Budget as presented by the Treasurer. The motion passed unanimously.

7. The Commodore called upon Ernie Godshalk to give the Report of the Membership Chair. Ernie began by noting that thanks to over 100 Proposers, Seconders and Letter Writers, and the efforts of the Station Membership Committees in eight Stations, the Club Membership Committee now recommends 24 qualified candidates for election today. Of the 24, one is female; four are Next Watch and the average age is 62 years. Ernie noted that the total number of candidates is still recovering from the effects of COVID. At the request of the board, Ernie had sent in advance of the meeting a spreadsheet about the candidates, including their city and state of residence and brief Station Membership Committee comments.

A motion was made and seconded to approve the 24 candidates as presented. The motion passed unanimously.

Ernie noted that it was a useful process for the Membership Committee to create the spreadsheet, even though some members of the committee found it to be a notable increase to their existing work load. There will be further discussion about it at the upcoming membership committee meeting in New York. Several members of the board noted that it was helpful and they enjoyed receiving the materials in advance.

Ernie went on to note the upcoming process to welcome the new members. They will receive a letter from the Commodore and timely communications from the relevant Rear Commodore, Station Membership Committee chair and Next Watch Captain intended to welcome and engage the new members. Ernie reminded the RCs to look for an email from the Commodore with a draft email for each to send to their Station's new members. Ernie also encouraged all of us to reach out to the new members.

Ernie noted that the membership is not growing as we would like. Due to the effects of COVID in recent years – less cruising and socializing, fewer races – the number of proposals for new members was insufficient to offset the number of deaths, dues delinquents, and resignations; so total membership is approximately unchanged from a year ago. We have only slightly increased the number of women and younger members. The average age of the membership continues to increase modestly. Ernie believes it is 71.5 years old on average. He also noted that the next election of new members will be at the Governing Board meeting on September 5.

Ernie then gave a reminder about the Seafarer program, which grants dues waiver to members with serious medical or personal issues that prevent the member from participating in the Club and/or for whom the dues are a financial burden. The list continues to grow slowly and now includes 14 members in 5 Stations. Candidates are recommended by a Station Membership Committee chair. If you are interested in seeing the details of the Seafarer program, email Ernie who will share the resolution about the program that was passed a year ago by the Governing Board.

Ernie then shifted to resignations, noting that there were 19 submitted by members from 7 Stations in the past couple of months. Stated reasons have included health issues (and 3 of those members have been granted Seafarer status), lack of engagement with the Club, the Club's COVID policy (either that the policy is too strict or that, on the contrary, it is not enforced), and cost; two members reconsidered and withdrew their resignations after being contacted. There was a memo in the packet from Molly about how we would like to handle resignations. Our objectives are 1. to determine that the member really wants to resign, or perhaps rather might be a candidate for Seafarer or might change his/her mind; 2. understand why they are resigning so that we may take action to head off other resignations; 3. ensure that the resignation happens at the station level and then reaches the Secretary after Steps 1 and 2. Ernie noted that there are five members who have resigned recently but have not yet been contacted for exit interviews. Ernie will follow up with the respective RCs. He also noted that two dozen members were dropped from the rolls in 2022 due to dues delinquency, some for multiple years. We had no members at the end of 2022 who were in arrears and Kathleen just indicated that we are doing a good job of preventing that problem from recurring.

Ernie's next topic was the Surviving Spouses. He noted that Michael Moradzadeh, the Webmaster, has communicated to the Surviving Spouses to ascertain whether they wish to remain on our mailing lists.

Quite a few of the surviving spouses did not care to receive the Yearbook, Voyages and all the emails, so this is likely to reduce our mailing costs and update our records.

Finally, Ernie spoke briefly on behalf of Bill Strassberg and the Safety at Sea Committee and reminded the board about the Practice On Your Own Boat program. The Safety & Seamanship Committee determined that, even after diligent study and attending safety seminars, offshore sailors are only 50% prepared for a Man Overboard event – the other 50% can only be learned by practicing on one's own boat. Therefore, we have developed an informal program including a syllabus and accompanying video, and purchased MOB dummies. POYOB events, consisting of 2-4 boats, are organized locally, usually by a Station Safety Officer. We presently have POYOB events planned at GMP, NBP, BUZ, FLA, NYS, ESS and GLS. Ernie thanked those that are already organizing these events and encouraged all the RCs to work with their Stations' Safety Officers to plan Station POYOB events in your locale. Ernie encouraged people to contact Brain Guck, Galen Todd or Ernie himself with questions about the program.

The Commodore thanked Ernie, Molly, Michael and Dave for their efforts to bring a lot of these policies and procedures current. There has been a lot of organizational effort in the last nine months to make things run more smoothly.

8. The Commodore called upon Dave Curtin, the Editor of Final Voyages. Dave noted that his purpose in the meeting was to review the proposed changes to the Final Voyages and 8 Bells processes, which were updated. Refer to the Final Voyages Process Memo 2-2023 from the board packet for details. Dave's most important point was that any person who learns of the passing of a member should share that information with the relevant station Rear Commodore. From there, the RC can notify the station if desired and then gives the go ahead, ideally within a day, for the Final Voyages Coordinator/Editor to initiate updates to the membership database and the sending of the 8 Bells notification. Also, the 8 Bells notification has become more empathetic and will also be sent to more club leaders. The membership database then becomes the definitive list of members who have passed away.

There was a motion made and seconded to approve the plan as presented. The motion passed unanimously and with gratitude.

9. The Commodore called on Anne Kolker, the Events Chair. Anne noted that the upcoming Annual Meeting is the first one at the New York Yacht Club since 2020. It seems that in the past, it was difficult to get a spot at the annual meeting whereas as of today, there are 119 people signed up with spaces for 190 total. Potential reasons for the limited numbers include the expense, cold in New York, hesitation to travel because of COVID, the choice to Zoom instead of attend in person, and proximity to the Centennial events. We are putting out an email blast to the membership saying that it is not too late to sign up and Michael has placed a banner on the website homepage about the meeting. Anne asked all of the RCs to encourage their station members to attend. The Commodore also encouraged all of the club leaders specifically to attend in person and to actively invite other members. Chris noted that in addition to connecting and reconnecting with other members, it is a great opportunity to honor the Awardees on Saturday night. Anne also pointed out that a member of the Japanese media is coming to the awards dinner to cover the event, which is another reason why it is important to be there.

The Fall Meeting will be held in Lunenburg, Nova Scotia in September. Ernest Hamilton noted that the organizing committee is very active. Gretchen McCurdy and Thelma Costello are leading the effort.

Ernest pointed out that accommodations may be an issue because Lunenburg is a desirable tourist destination in the fall. Those are listed on the website already. Soon to follow will be travel information from Halifax to Lunenburg as they are organizing bus service for the one-hour drive so that members do not need to rent cars. The Cat ferry from Bar Harbor, Maine is optional and may also be a good option for people to cut the drive distance down. Likewise, the actual registration should be available soon as well. There will also be dock space reserved for CCA Members, and some Bras d'Or station members will have their boats there so that visitors may be able to get out on the water on Saturday. Ernest noted that they are bringing a video to show at the meeting in New York about Lunenburg, which is a World Heritage Site.

The Commodore then reminded us that the next fall meeting after Lunenburg will be sponsored by the Chesapeake Station.

10. The Fleet Surgeon then gave his report. Jeff Wisch began by thanking the COVID Task Force for all their work over the past three years. The Task Force met yesterday to develop the proposal for an updated covid policy in anticipation of the annual meeting. It was sent immediately prior to this meeting.

After looking at the trends and data, the task force unanimously recommends that the CCA not require vaccination to attend events and that CDC guidelines be followed. Jeff noted that the CDC guidelines recommend vaccination and masking and that the proposed CCA policy includes recommendations about how one should behave if one gets the disease or is symptomatic. At the upcoming annual meeting, there will be masks available for people who choose to wear them. On behalf of the Task Force, Jeff recommends that the Board of Governors adopt the new covid policy as presented.

A motion was made and seconded to approve the change in the COVID policy. The motion passed unanimously.

The Commodore thanked Jeff and the Task Force for the thankless work of the last three years. He also noted that the risk is still there in that people still contract COVID because the current variations are highly transmissible. The good news is that while vaccines may not prevent illness, they are likely to keep you out of the ICU and able to sail another day.

Jeff also thanked the leadership of the CCA, the Task Force Members and the membership for all their efforts to mitigate the risks of COVID.

11. The Commodore noted that James Phyfe and the Communication Committee have drafted a new mission statement for that committee. The mission statement was included in the packet of materials in advance of the meeting.

There was a motion made and seconded to approve the new Mission Statement for the Communication Committee as presented. The motion passed unanimously.

12. The Commodore brought up the question of volunteerism across the club, noting that while there are many people who do a lot for the club, it can also be difficult to find volunteers for certain tasks. A discussion followed with one conclusion that RCs might benefit from continuing to share their best practices with each other in terms of helping people step into new roles with the club.

13. The Commodore reminded us that the CCA became the first Affiliate Member of the International Council of Yacht Clubs. Chris and Shawn are headed to Switzerland in March to represent the CCA at the ICOYC's European conference, which will be primarily attended by Commodores from European yacht clubs. The CCA will be introduced as a new member and then Chris will give a 30-minute presentation about the CCA. One of the benefits of membership is the opportunity to participate in some of their cruises in all distant parts of the world. There will be an ICOYC cruise in the Chesapeake September 27-October 6, which Chris will post in Waypoints if anyone is available to join. Chris noted that one of his goals as Commodore is to heighten the awareness of the CCA with blue water cruisers because there are a lot of offshore sailors who don't know enough about us.

Chris noted that the Commodore's Forum for the ICOYC will be taking place in Vancouver, British Columbia in September 2023. He will be looking for volunteers to represent us because it falls at the end of the Mallorca Cruise. The Forum includes presentations by different yacht clubs, cocktail parties, and dinners, and is a fun way to become involved with it. This may also lead into an organized effort of outreach to connect with other yacht clubs.

The Commodore invited Pat Montgomery, former RC of the Florida Station, to talk about the recent meeting of RCs and PCs that she recently facilitated. 22 Rear Commodores and Post Captains were contacted (8 outgoing, 8 incoming and 5 current) so there was a great breadth and depth of experience in station/post leadership represented in addition to some new insight from the incoming folks. We did some pre-work to identify 3 challenges and 2 best practices that informed the agenda for the meeting. 16 leaders contributed with some adding suggestions and opportunities. The responses were bucketed into categories: operations, human resources, finance, marketing, and development (which really was membership). These categories facilitated a dialogue with the 18 participants in the zoom call, which resulted in an informed discussion of actionable practices that could be adopted if deemed appropriate by the individual station or post leader. Pat noted that they identified 3 action items: a concrete deliverable- to develop membership and leadership guidelines for the stations, using the Florida, Essex and Chesapeake station documents as templates. These documents will convey leadership job descriptions, membership station processes and membership guidelines as deemed appropriate by the individual stations, since there are differences at the station level. There is an opportunity to incorporate club level processes such as the Final Voyages, Resignations, Surviving Spouse processes in order to increase consistency across the club. The immediate next step is to distribute the existing documents out to all of the stations. And then to transcribe and distribute the minutes and the consolidated feedback to the station leaders. There was a resounding call to schedule another forum for the RCs and PCs.

Chace Anderson then noted that the Financial Affairs Committee also set as one of its goals to determine some of the station level best practices for financial management. The FAC has developed a document that Chace will share with Pat for inclusion.

Dave Utley noted that it was a fantastic meeting and that Pat did a wonderful job facilitating a very useful discussion and set of next steps.

The Commodore mentioned that he and Shawn will be going to the Irish Cruising Club's big event at the end of March. This is part of his ongoing attempt to develop relationships with other yacht clubs and introduce more people to the CCA. The Commodore further noted that he and Jay are going to try to visit the different stations and posts for various events coming up as their respective schedules permit,

and thus encouraged the RCs and PCs to continue to update the CCA website with their meeting and event dates.

The Commodore reminded us of the upcoming meetings of the Governing Board.

- a. March 3-4 at NYYC
- b. June 6, 1600 ET, Tuesday via Zoom
- c. September 5, 1600 ET, Tuesday via Zoom
- d. September 28-30, Day and Time TBD- Lunenburg Fall Meeting
- e. December 5, 1600 ET, Tuesday via Zoom

The Vice Commodore noted that he and Jonathan Brewin have been reaching out to the Irish Cruising Club, the Royal Cruising Club, and the Clyde Cruising Club about the possibility of collaborating on the Scotland Cruise in July 2025.

Last year, Jay and Chris were invited to the 30th anniversary of the Yacht Club in Havana. The Commodore asked about the possibility of organizing a cruise to Cuba. Some discussion ensued and the general sense was that it is not yet the right time to organize a formal CCA cruise.

There being no further business, the meeting was adjourned at 1745 hours Eastern

Respectfully Submitted,

Molly P. Barnes
Secretary, The Cruising Club of America