

**SCYYRA
Board Meeting
July 13, 2013 12:00 Noon
Newport Harbor Yacht Club**

Andy LaDow called the meeting to order at 12 noon.

Roll Call: Attendees introductions were made by each individual and a sign in sheet was circulated. In attendance were: **(Board Members); Chairman Andy LaDow (SDYC); Mike Segerblom (USSCLB/ABYC), John O'Connor (CBYC), Guy Turner (SBYC), Kimberly McKnight (SDYC), Stacey Gibbs (ABYC),** Robin LaDow (SDYC), **Carrie Blunt (CalYC),** Lisa Johnson (NHYC), Roxanne Didham (SDYC), Ann O'Connor (CBYC), Danielle Richards (SDYC), Sarah Yakutis (CorYC), Christina Baum (VYC), Victor McKnight (SDYC).

Secretary's Report-

The minutes of the April, 2013 meeting were distributed. The minutes were approved as written by a voice vote and will be posted to the SCYYRA web site.

Treasurer's Report:- Mike Segerblom

- A. Mike distributed copies of the current financial statements (Attachment A) as of July 12, 2013. Mike reported that the current year's operating loss has improved over last year by \$1,092. We are still waiting for reimbursement for the advertising expenses from the I420 fleet and Sailing Pro, plus dues from Anacapa and Dana Point Yacht Club. The total amount of delinquent receivables from these organizations is now \$1,595.00. The Treasurer's report was approved as presented by a voice vote.

Chairman Report: – Andy LaDow

- A. Andy reported on the current status of junior sailing in Southern California and again mentioned the need to generate new parent involvement in SCYYRA - especially for Series Chairmen and volunteers.

Series Reports

- A. North Series - John Fretwell –no report
- B. Ullman/Frost Series – Kimberly McKnight- Kimberly reported that MBYC is no longer interested in hosting U/F #2 in November in conjunction with the Jr. Commodore's Regatta. There was some discussion about a possible switch with Santa Barbara to February 2014. This potential change will be investigated and incorporated into the 2014 NOR and 2014 calendar.
- C. Perry Series- John Long –no report
- D. Hamlin Series- Macdonald/D'eliscu- no report
- E. So Cal Opti Series- Carrie Blunt-Carrie mentioned that since she was relocating to Bay of Islands, NZ in October, we will need to recruit a chairman for the 2013-14 So Cal Series. On behalf of all her work in the past several years to establish the Opti Class/Program in Southern California, Mike Segerblom made a motion to rename the So Cal Series the "Carrie Blunt Series". The motion was approved by voice vote.
- F. Shadden Series – Mike Segerblom. The fleet continues to grow. There should be a very large fleet for FJ Nationals and this coming year's Shadden Series. We may have 70-90 boat fleets this year.
- G. Dick Sweet Series- no report

US Sailing/CISA Report –Danielle Richards

- A. Bemis and Smythe qualifications are being held this weekend as part of the Junior Olympics. Sears qualifications were held earlier at SDYC. Finals will be held August 7-10 at Texas Corinthian/Houston YC.
- B. The Leiter Cup will be held in 2014 at Mission Bay YC.
- C. The US Sailing Leadership Conference will be held in San Diego in February 2014.

Old Business No Report

New Business

- A. Danielle distributed the current draft of the 2014 Calendar and mentioned two major changes to next year's calendar. First, the Anteater has moved to an earlier date and Shadden #3 is now scheduled for January 18th followed by the Harold Adams Team Race on January 19-20th.
- B. Andy distributed the initial copy of the SCYYRA Series Chair Duties & Guidelines (Attachment B).
- C. Mike reported that the SCYYRA email distribution list will be moving to a new location in September 2013.
- D. Next meeting – Sept. 7, 2013 – Newport Harbor Yacht Club

Meeting adjourned at 1:30 pm.

Attachments:

- A) Profit & Loss Statements as of July 12, 2013
- B) SCYYRA Series Chair Duties & Guidelines

SCYYRA
Profit & Loss Prev Year Comparison
 January 1 through July 12, 2013

A

	<u>Jan 1 - Jul 12, 13</u>	<u>Jan 1 - Jul 12, 12</u>
Ordinary Income/Expense		
Income		
Dick Sweet Series	0.00	700.00
Interest Income	0.00	0.31
Memberships	3,720.00	3,600.00
Total Income	<u>3,720.00</u>	<u>4,300.31</u>
Expense		
Hamlin Series Expenses		
Hamlin Hats/T-Shirts	302.83	393.00
Hamlin Trophies	101.00	119.33
Total Hamlin Series Expenses	<u>403.83</u>	<u>512.33</u>
North Series Expenses		
North T-Shirts	228.14	362.50
North Trophies	115.50	136.57
Total North Series Expenses	<u>343.64</u>	<u>499.07</u>
Perry Series Expenses		
Perry Awards	332.00	0.00
Perry T-Shirts	606.66	781.62
Total Perry Series Expenses	<u>938.66</u>	<u>781.62</u>
Shadden Series Expenses		
Shadden Series T-Shirts	820.91	802.17
Shadden Series Trophies	403.60	243.40
Total Shadden Series Expenses	<u>1,224.51</u>	<u>1,045.57</u>
Ullman/Frost Series Expenses		
Ullman/Frost T-Shirts	429.50	903.09
Ullman/Frost Trophies	164.00	434.72
Total Ullman/Frost Series Expenses	<u>593.50</u>	<u>1,337.81</u>
Website	850.00	1,850.00
Total Expense	<u>4,354.14</u>	<u>6,026.40</u>
Net Ordinary Income	<u>-634.14</u>	<u>-1,726.09</u>
Net Income	<u><u>-634.14</u></u>	<u><u>-1,726.09</u></u>

	<u>Jan - Dec 12</u>
Ordinary Income/Expense	
Income	
Dick Sweet Series	700.00
Hamlin Series Entry Fees	498.00
Interest Income	0.37
Memberships	3,600.00
North Series	558.00
Opti Series Entry Fees	837.00
Perry Series	2,231.40
Shadden Series	2,790.00
Ullman/Frost Series	809.10
Yearbook Advertising	5,600.00
Total Income	<u>17,623.87</u>
Expense	
Bank Fees	150.00
Dick Sweet Series Expenses	
Dick Sweet T	285.00
Total Dick Sweet Series Ex	<u>285.00</u>
Hamlin Series Expenses	
Hamlin Hats/	393.00
Hamlin Troph	119.33
Total Hamlin Series Expen	<u>512.33</u>
North Series Expenses	
North T-Shirt	362.50
North Trophi	136.57
Total North Series Expen	<u>499.07</u>
Perry Series Expenses	
Perry T-Shirt	781.62
Total Perry Series Expense	<u>781.62</u>
SCYYRA Clinic & Instructo	2,906.09
SCYYRA Team Gear	115.00
Shadden Series Expenses	
Shadden Ser	802.17
Shadden Ser	243.40
Total Shadden Series Expe	<u>1,045.57</u>
Ullman/Frost Series Expenses	
Ullman/Frost	903.09
Ullman/Frost	434.72
Total Ullman/Frost Series I	<u>1,337.81</u>
Website	4,440.00
Yearbook Printing & Layout	2,202.03
Total Expense	<u>14,274.52</u>
	<u>3,349.35</u>
Net Income	<u><u>3,349.35</u></u>

SCYYRA
Balance Sheet Prev Year Comparison
 As of July 12, 2013

	<u>Jul 12, 13</u>	<u>Jul 12, 12</u>
ASSETS		
Current Assets		
Checking/Savings		
Smith Barney Checking	17,846.53	13,425.23
Total Checking/Savings	<u>17,846.53</u>	<u>13,425.23</u>
Accounts Receivable		
Accounts Receivable	1,595.00	1,575.00
Total Accounts Receivable	<u>1,595.00</u>	<u>1,575.00</u>
Total Current Assets	<u>19,441.53</u>	<u>15,000.23</u>
TOTAL ASSETS	<u><u>19,441.53</u></u>	<u><u>15,000.23</u></u>
LIABILITIES & EQUITY		
Equity		
Opening Balance Equity	10,280.37	10,280.37
Unrestricted Net Assets	9,795.30	6,445.95
Net Income	-634.14	-1,726.09
Total Equity	<u>19,441.53</u>	<u>15,000.23</u>
TOTAL LIABILITIES & EQUITY	<u><u>19,441.53</u></u>	<u><u>15,000.23</u></u>

SCYYRA
A/R Aging Summary
 As of July 12, 2013

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Anacapa Yacht Club	0.00	0.00	0.00	0.00	125.00	125.00
Bahia Corinthian Yacht Club	0.00	0.00	0.00	0.00	155.00	155.00
Dana Point Yacht Club	0.00	0.00	0.00	0.00	305.00	305.00
I420 Class Association	0.00	0.00	0.00	0.00	100.00	100.00
Lido Isle Yacht Club	0.00	0.00	0.00	0.00	155.00	155.00
Oceanside Yacht Club	0.00	0.00	0.00	0.00	155.00	155.00
Sailing Pro Shop	0.00	0.00	0.00	0.00	600.00	600.00
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,595.00</u>	<u>1,595.00</u>

②
 ③ ①

10/12/13

3

SCYYRA Series Chair Duties

There shall be a designated chairperson(s) for each of the SCYYRA series. The chairperson shall report directly to the SCYYRA Chairman. The following is a summary list of general responsibilities of the series chairperson:

- Be the primary point of contact for any and all issues associated with the specific SCYYRA series.
- Establish annual series budget based upon review of prior years actual income and expense reports. Get budget approved by SCYYRA Board prior to incurring expenses.
- Budget and select participation awards (i.e. t-shirts) and series trophies. Design artwork for hats and/or t-shirts.
- Confirm series Notice of Race (NOR) and registration information are posted on www.scyyra.org in conjunction with Danielle Richards (danielle.richards@ussailing.net) no later than early August.
- Contact participating yacht clubs hosting each series event to confirm it is on their calendar and they are committed to host/run a quality event.
- Send series announcements via email to the SCYYRA master mailing list and junior directors prior to the series start and updates before and following each event. Include series registration requirements, dates of all 4 events and encourage entering series prior to the first event.
- Attend SCYYRA quarterly meetings. If not possible, provide a written report to SCYYRA chairman via email prior to meeting.
- After series entries close (at conclusion of 2nd event) order participation award (t-shirt/hat, etc.) Sizes for shirts are on registration form. Distribute at 3rd or 4th event.
- Attend as many of the 4 events as possible. Be available at registration on Saturday morning to help troubleshoot any series registration issues. If unable to attend, designate a substitute person to handle.
- Depending upon the overall budget and participation level order trophies of at least the top three including skipper and crew (if applicable) for trophy presentation at the conclusion of the 4th event. Also coordinate for series perpetual trophy to be present for the awards ceremony (perpetual stays at USSCLB).
- Confirm series scores get posted on www.scyyra.org prior to 3rd and 4th events.
- Score final results following the last race of the 4th event immediately and be ready for trophy presentation.
- Smile and be happy!

Series Chair Duties

Party Responsible for Completion of Task

Task to be completed		Party Responsible for Completion of Task									
		Series Chair	SCYRA Board	SCYRA- Area Representative	Host Club Commodore	Host Club JR. Director	Host Club Race Management	Host Club Hospitality	Host Club Event Liaison	Host Club Club Manager	Volunteers
<u>Oversight</u>											
	Calendar		x	x		x	x	x	x	x	
	Budgeting	x	x	x			x	x	x		
<u>Promotion</u>											
	Notice of Race Setup and Approval	x	x				x		x		
	Notice of Race Promotion	x	x	x		x			x		
	Logo Design- for Event	x									
	Trophy Design and order	x									
	T- Shirt Design	x					x				
	T- Shirt Order	x									x
	T- Shirt Sales/Disbursement	x									x
<u>Race Management</u>											
	Setup Regatta Entry System	x					x				
	Entries Tracking						x				
	Sailing Instructions- Review and Approval	x	x				x				
	Sailing Instructions - Post to Website		x				x				
Skippers Meeting	Print Sailing Instructions and Course charts	x							x		
	Post Changes to Sailing Instructions						x				
On the Water	Staff for:	x		x			x		x		
	Start Boat						x				x
	Mark Set Boat						x				x
	Crash Boat						x				x
	Finish Boat						x				x
	Judge Boats when needed						x				x
	Coach Boats						x				
	Competitor Tracking						x				x
	Scoring (Individual weekends)						x				x
	Scoring (Overall Series)	x									
Off the Water	Launch Ramp								x		x
	Trailer Management					x	x		x		x
	Protest Committee						x		x		x
<u>Hospitality</u>		x							x		
	Morning of Regatta Arrival							x	x	x	x
	Lunches if included in Entry							x	x	x	x
	After Sailing Snacks							x	x	x	x
	Dinners							x	x	x	x
	Trophy Presentation	x			x		x	x	x		x