



Water Rat Sailing Club - Annual General Meeting Minutes November 9, 2013, 10:30 AM to 12:30 PM

1. Call to order: 10:45 hrs.

2. Announcements

- 2.1. For all motions on the floor, each person will be given a maximum of 2 minutes to voice their comments.
- 2.2. One vote per Member as per the By-laws.
- 2.3. Thirty-six Members registered at the meeting (35 in attendance and one represented by proxy). Thirty-one members were required for quorum.

3. Introduction of the Executive

4. Approval of minutes of 2012/11/25 AGM

- 4.1. G. Brown / Peter Epstein
- 4.1.1. **CARRIED**

5. Executive Reports (See Appendix A)

- 5.1. Commodore's Report (Peter Epstein) presented at meeting (Appendix A1 Executive Reports)
- 5.2. Treasurer's Report (Gordon Akum) presented by Peter Epstein at meeting (Appendix A2 Executive Reports)
- 5.3. Secretary's report (Garvie Brown) presented at meeting (Appendix A3 Executive Reports)
- 5.4. Membership Report (Ed Young) presented at meeting (Appendix A4 Executive Reports)
- 5.5. Racing Report (Nigel Heath) presented at meeting (Appendix A5 Executive Reports)
- 5.6. Social Report (Philip Fotheringham) presented at meeting (Appendix A6 Executive Reports)
- 5.7. Grounds Report (Ben Friolet) presented at meeting (Appendix A7 Executive Reports)
- 5.8. Communications Report (Paul Stillwell) presented at meeting (Appendix A8 Executive Reports)

6. Executive Election

Position	Incumbent	Running for 2013-14
Chief Rat (Commodore)	Peter Epstein	Peter Epstein (E)
Money Rat (Treasurer)	Gordon Akum	Gordon Akum (E)
Paper Rat (Secretary)	Garvie Brown (retiring)	Peter Halasz (E)
Body Rat Lead (Membership)	Ed Young	Ed Young (E)
Body Rat (Membership) Dinghy's	Jason Kahng	Ken Devlin (E)
Body Rat (Membership) paddlers	Monika Roschlaub (retiring)	Claire Jarrold (E)
House Rat (Grounds)	Ben Friolet	Ben Friolet (E)
Race Rat (Racing)	Nigel Heath	Jason Kahng (E)
Party Rat (Social)	P. Fotheringham (retiring)	
Web Rat (Publicity)	Paul Stillwell	Paul Stillwell (E)
Badger (Past Commodore)	Steven Hoke	Steven Hoke (Immediate past Chief Rat)

The following members volunteered to assist the Body Rat (paddling) and the Party Rat (Social):

- **Body Rat** (paddling): Sandra Bernstein and Jan McDonald.
- **Party Rat** (Social): Joey Schooley, Brock Munro, Kate Lazier and Elizabeth Lee.



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7. New Business

- 7.1. Discussion of Work-or-Pay process. Some felt that charging members for not completing several hours of work amounted to a fine. Others felt that the work-or-pay process legitimized not performing volunteer work. Other members responded that, in their view, work-or-pay is the only effective method for getting more members to perform necessary work
- 7.2. A motion was brought forward asking that the work-or-pay process be abolished. The motion was **NOT CARRIED** [See Appendix B 1.]

8. Adorned : 12:45 PM

APPENDIX A – EXECUTIVE REPORTS

1. Chief Rat's (Commodore) Report - Peter Epstein

Winter Storage

Every winter the winds bring the risk of boats blowing over or off their trailers and Canoes/Kayaks off the racks. For safety and damage prevention, take your masts down for winter, secure to trailer, dolly or rack. Catamarans are best protected if they are anchored to the ground. Boats on racks must be tied securely. Take home as much as possible from your boat as every year members seem to have items missing from boats.

Election of Executive

The strength & efficiency of the club is guided by the Executive who volunteer significant hours of their time for its betterment.

Water Rats always needs an infusion of energy and new ideas, and without the commitment and dedication of members who choose to join/are elected to the executive, our club would not exist. I urge you to consider becoming involved in the running of the club if you are interested, please stand for election to any position except Badger, which is past commodore.

Outer Harbour Sailing Federation

We continue as a member of the federation with regular meetings throughout the year. This association looks after:

- Insurance
- Shared costs of toilets, garbage and road maintenance, As well as Community outreach program which we share the costs to teach underprivileged teens sailing and rowing, we had another successful youth sailing program in conjunction with the association which helps us meet our Schedule B in our lease agreement. WRSC provided access to the beach, an additional crash boat, and several members dedicated their time for the Orientation day. Additionally, WRSC increased its commitment of funding to the program to 2000.00
- Unified voice to lobby various levels of government and developers of our needs and place in Toronto and the water.

Lease

Our lease with the City continues until 2025
Internal Affairs

Strength of Water rats



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Strong and Solid Financial Position – we started the year with a strong balance sheet that will allow us to fund minor capital projects without debt. We continue to enjoy a favourable cash position that is inline with a club of our nature.

We have a stable membership roster with an annual turnover less than 10% and have waitlists for the various classes

We still enjoy the being the lowest cost sailing club anywhere, let alone being downtown in the largest city in Canada.

2013 Season

Year of delivery 2012 & 2013 brought WRSC a brand new clubhouse and as old habits die hard, there are still those who change behind car doors and in the rain.

We added a member fridge and will secure a freezer and water cooler 2014.

Club improvements and purchases for 2013

1. The Huge news is that we now have secured Electricity! Today marks a great day for WRSC as we can return to having our AGM's at the club. Additionally, electricity and our new clubhouse offers great shelter, clean change rooms, a small utility kitchen, and a place that we can heat in the chilly months of the shoulder seasons. Electricity supply does come with a cost. Please ensure that if you use the club that you remember to turn off the heat upon leaving, do not leave any appliance plugged in such as the toaster oven, etc.
2. Members now have lockers that are rented on a first come first serve basis.
3. Bicycle rack to secure your ride.
4. Replacement Paddling racks after superstorm Sandy's damage.
5. The club retired a zodiac and replaced it with a used Boston Whaler that Philip Fotheringham negotiated for us. Joe Van Rossem took the old Zodiac and rebuilt it so well it almost looks new.
6. We are currently securing quotations to improve the security of the perimeter by adding a top section of barbed wire and expect that project will be completed in early spring.

Work or Pay

We are in to the sixth year of this rule and while you may agree that the club grounds were clean throughout the year WRSC continues to require your help. The executive voted to increase the work or pay hours to 6 for the 2014 season. We chose to do this as we will need greater participation in maintaining the new clubhouse and the grounds. The mid summer clean-up was poorly attended and it has been very difficult getting members out to help during the season. Benoit has formulated a series of tasks/events that members may sign up for and/or use as a guide for achieving the hours. The work or pay amount will increase to 150.00 however, with the advent of PayPal and our online membership renewal program WRSC will prorate the work/or pay achieved. Instead of an all or nothing as is the present arrangement, should a member only achieve 2/3 of their required hours the remaining 1/3 will be added to their renewal. WRSC understands that members often are not able to meet the full requirement, which is why we have designed the system to be fair, equitable, and achievable.

I must remind members that the money that the monies raised from the work or pay cheques are returned to the members through ongoing maintenance, capital improvements, new electrical costs, etc.

Thanks



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- Benoit for his unwavering commitment to getting contractors arranged for the electrical installation, his assistance with me in working with Toronto Hydro and navigating the bureaucracy that we met with. For his constant attention to the club's needs.
- Jason for taking on the projects of bicycle rack and locker installations.
- Phillip and his volunteers for running the successful BBQ's
- Ed and Monika for their a shared role of membership Rats to make renewal easier and less arduous.
- Paul for the new Facebook page which has helped members be more connected
- Steve for being a resource for me when I felt I was completely over my head.
- Garvie without whom the exeurats would not be able to function. He kept us on time, on topic, and reimbursed and perhaps was one of the single highest contributors to the Bixi Bike Program's bottom line.
- Nigel for keeping the Laser Racing the best in Canada. In fact, at the recent Master's NA's in Newport, WRSC was often asked about by competitors around the world...Who are those guys? Water Rats? I hear they sail in the winter in Canada....They must be tough.

Members that made a difference

- Barna for building several racks for our paddling members, Barna is a master carpenter and I am sure you all agree that the racks he built are strong, well thought out and high quality
- Ed for running the spring war and organizing the cat regatta

Stepping down from the executive

People that are stepping down from the executive and want to thank for their contribution are:

- Garvie Brown after 5 years of being on the executive has chosen to retire.
- Monika as Paddle Rat
- Philip as years in the role of social rat

2. Money Rat's (Treasurer) Report - Gordon Akum (Peter will deliver)

As at October 29, 2013 - Since taking office as Treasurer of Water Rats Sailing Club in January 2013 the following has transpired:

- I received an Excel spreadsheet prepared by Jordan the prior treasurer that analysed the transactions through the WRSC bank account from April 1, 2012 to November 30, 2012. This spreadsheet and data that flowed from it was reported by Jordan at last year's AGM.
- Upon becoming treasurer I secured all outstanding club cheques and purchased a locked fireproof and waterproof storage unit. One key is held by myself and the other is held by the club secretary. Thus, we now have a secure control over access to the club cheques.
- A cheque register was created and is kept in the locked storage unit with the cheques. Any time a cheque is taken out to be issued, the person requisitioning the cheque needs to sign it out.
- Garvie (secretary), Peter (president) and myself (treasurer) were installed at BMO as signing authorities over WRSC bank account.
- In earlier 2012 (prior to being installed as treasurer) the WRSC had previously registered for a CRA business number in order to commence filing HST returns. Hence, upon finding the



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financial materials that were left to me by Jordan I found a HST Return that was past due for the period February 1, 2012 – December 31, 2012.

- I purchased a copy of Simply Accounting software for the WRSC and proceeded to do all of the necessary bookkeeping by writing up the bank statements from April 1, 2012 to March 31, 2013. This required itemizing the HST component on all expenses as some included a HST component while others did not. I then went back and adjusted for the two months of Feb and March 2012 which CRA included in the first reporting period of February 1 – December 31, 2012.
- On July 7, 2013 I filed our first HST Return with CRA HST return which resulted in a credit owing to us (due to all the HST inputs paid during this period as a result of the purchase of the new clubhouse) of \$12,325. To date this refund is being held back by CRA on account of the fact that WRSC has never filed a corporate income tax return.
- I reported all of these facts about the HST refund and the CRA holdback to the WRSC Executive at our meeting on October 27, 2013. At this meeting it was agreed that I would consult a chartered accountant about the corporate income tax return and a budget of up to \$2,000 was agreed upon.
- To date I have completed the WRSC bookkeeping up to the most recent bank statement of September 30, 2013. I presented a comparative income statement for the 6 month period from April 1, 2013 to September 30, 2013 and the 12 month period from April 1, 2012 to March 31, 2013 to the club at our Executive meeting held on October 27, 2013 (attached hereto as Exhibit 1). The information contained in the income statement is actually quite comparative given that most material revenues and expenses transpire during the club's active months between April and September.
- The City of Toronto rent for the 2013 year of \$7,957.84 was paid on October 1, 2013 and not reflected in the September 30, 2013 income statement noted above.
- As at September 30, 2013 the club had a balance in the BMO bank account of \$70,050. (\$62,093 after the rent came out on October 1, 2013)
- I regret not being able to attend the AGM to present this report due to scheduling conflicts. If there are any questions or feedback please feel free to call me (416-635-0811) or send me an email: gordon.akum@gmail.com.

WRSC Income Statement

For the Period April 1, 2013 to September 30, 2013 (Interim 2014). With Comparative figures for the period April 1, 2012 to March 31, 2013.

	Six Month Period Ending 9/30/2013	12 Month Period Ending 3/31/2013
Membership Revenue	\$49,890	\$43,959
Expenses:		
Rent	-	7,262
OHSF	6,229	5,055
Grounds expense	5,757	10,680
Insurance	4,868	4,849
Racing	3,125	1,315



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Social	2,301	1,543
Container rentals	-	2,823
Associations	1,463	1,563
Property Taxes	1,001	2,101
Office and general	613	750
Web hosting	540	205
Meetings	258	240
Interest and bank charges	7	24
Total Expenses	\$26,162	\$38,410
Net Income	\$23,728	\$5,549

Notes:

1. Period ending 9/30/2013 is interim period of only six months, however, most revenues and expenses are incurred during these active months of the year.
2. Grounds expenses reasonably higher in prior year due to significant alterations regarding new clubhouse.
3. Racing fees from prior year were paid late during the current year thus there is a doubling up.
4. Container was purchased and we no longer incur rental expense.
5. Property taxes in current year only represent 6 months.
6. City of Toronto Rent expense for 2013 year paid on October 1, 2013 for \$7,958 and thus excluded from above statement as it was not reflected on the September 30, 2013 bank statement.
7. This statement data flows from write up of bank account on cash basis.

3. Paper Rat's Report (Secretary) Report - Garvie Brown

During the 2012-2013 year, the executive held 8 club business meetings, the same number of meetings as held during the previous year. As secretary, I took the minutes and helped to keep the meetings on track. Many key decisions were voted on and passed at these meetings. For example, we made decisions regarding:

1. Donation to OHSF for youth learn to sail program
2. Enablement of online payment by members, via our website
3. Various decisions regarding the acquisition of electricity
4. Building of canoe racks
5. Acquisition of bike racks
6. Purchase of the Boston Whaler
7. Distribution of a social survey
8. Budgeting decisions
9. Improvements to the executive expense reimbursement process
10. Decisions around the construction of lockers
11. Construction of windsurfer storage
12. Improvements to the Work or Pay process
13. Improvements to club security such as fence repair
14. Decision to rid the grounds of fire ants
15. Modifications to certain executive roles
16. And the all-important Poona award



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In addition to minute taking, and helping to keep the meetings on track, as secretary:

1. I secured insurance for the club.
2. Created a PayPal account and Setup the website to accept online payments.
3. Ensured that our property taxes and rent were paid.

Online payment, incidentally, was a great success. For example, 60% of members paid their dues online during this year's registration.

4. Body Rat's (Membership) Report - Ed Young

We ended this season with 203 members, up slightly from last season:

- 50 Catamaran members
- 50 Paddling members
- 78 Laser members
- 25 Other dinghy members

We had 23 new members

Online payment was implemented this year with great success and very few issues. 60% of renewals and 90% of new member applications were paid online.

Thanks to Monika Rochlaub for taking care of Paddling Rat duties and to Jason Kahng for stepping up for the Laser Rat position and for initiating the locker and bike rack projects.

5. Race Rat's (Racing) Report - Nigel Heath

We ran our normal Spring, Summer and Fall racing series as well as two principal regattas:

1. Heinz Gebauer Spring War Laser Regatta, which was a District 3 Fogh Gold Cup regatta
2. Water Rats Open Catamaran Regatta.

Both had about average attendance for the time of the year.

Attendance at our regular club racing series was relatively low through the year, and I would attribute this to three main considerations:

1. Poor wind conditions, with racing cancelled on several evenings.
2. Difficulty accessing the club given the closure of the Cherry Street bridge, and resulting delays on Leslie Street.
3. Changes in people's lives: i.e. new jobs, new kids, new sailing clubs etc. But this was partially offset by new active laser members.

Laser training was done on an informal basis in 2013. For 2014, I would propose that we organize more formal training for new and experienced members, but also introduce Team Racing as a fun option to traditional racing. Having a clubhouse with electricity is a huge benefit, as we can now do training debriefs in a comfortable climate, with the aid of video.

Other comments:

1. Water Rat reputation internationally.
2. World Laser Championships in our district in 2015



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6. Party Rat's (Social) Report - Phillip Fotheringham

Food Costs	
May – Spring Clean Up	\$160
Laser Regatta	\$196
Cat Regatta	\$261
July – summer BBQ	\$202
July - Summer Clean up	\$50
August – summer BBQ	\$148
Last Laser Race Day	\$45
September – Fall BBQ	\$160
November – Fall Clean Up	\$35
AGM – Coffee	\$15
Total Food Cost	\$1,272

Other	
Pop	\$83
Propane	\$92
Ice	\$22
Gas (\$.50/km 5/13-7/13)	\$80
Other-Gas for Mower	\$10
5/24 bonus Whaler Prep	\$21
Survey printing	\$74
Total Other	\$382

Club Assets	
Fireplace, 2 tables, 8 chairs	\$270
Toaster + Convection Oven	\$97
Flag	\$40
Broom, Mop, Garbage Can	\$40
Flash Light and new battery	\$35
Used Stereo	\$35
Storage Box	\$7
2 jugs, pump, towels, gloves	\$55
Cutlery, plates, napkins	\$29
Pots/thermoses/candles/etc.	\$115
Total	\$723

SUMMARY	
Food Costs	\$1,272
Other	\$382
Club Assets	\$723
Total	\$2,377
Receipts Outstanding	-- -\$75
Total Disbursements	\$2,302
	\$75
	\$2,377

(Provided by Money Rat)

7. House Rat's (Grounds) Report - Benoit Friolet

I don't have much to say about the ground's report, just that after a long journey full of obstacles and Peter's help, we finally we got electricity!

And I would also like to say thank you to all the members who help keep the grounds, beach and clubhouse clean and safe throughout the season.

As for the trophy I would like to give my vote the lady who help Philip for I think all the barbecues.(I can't remember her name??)



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8. Web Rat's (Communications) Report - Paul Stillwell

E-mail continues to be our primary method of communicating with the WRSC community. Our web site gives us the option to group the membership in many ways that are useful for providing information to specific groups of people. For example, 2 years in a row, Ed has sent out communications to catamaran members warning of impending high wind conditions that could cause damage to boats if they leave their masts up.

Some communication mistakes were made (a certain blank e-mail comes to mind) and lessons were learned.

Email

43 e-mail blasts were sent to current members this year covering the following topics:

- What's going on at WRSC This Month? (through the summer)
- Calls for Volunteers
- Announcements

Facebook

A Facebook Group was started and currently has 72 members. While it is used informally, various announcements, photos, and discussions are posted there.

Website Report

The new website continues to function well. This year we took advantage of new functionality (event registration and online payments) while continuing to explore new options for optimizing our communications, membership and events administration.

- Online payments for events (2 this year)
 - a. Online payments for membership renewals
 - b. Targeted e-mails were sent to cat members and to paddlers
- Cost per year continues to be \$550. This covers the membership database, web front-end, bulk email, hosting and technical support.
- Out of approximately 204 active members, 152 have logged into the site at least once this year.
- Our home page has been updated 5 times so far this year.
- www.waterrats.ca is our official repository for event information, important membership information and documents.

APPENDIX B MOTIONS

1. Action: Abolish Work or Pay

1.1. BIRT the Work or Pay system for volunteers be abolished.

1.1.1. Moved R. Koci / Seconded J. Van Rossem

1.1.1.1. MOTION NOT CARRIED