



**Bayport Marina Association  
Board of Directors Meeting  
Thursday, October 17, 2024  
6:30 PM – 8:30 PM**

<b>Member</b>	<b>Present</b>	<b>Absent</b>
John Gagich	<b>X</b>	
Katy Baune	<b>X</b>	
Don Grimm	<b>X</b>	
Dave Peterka	<b>X</b>	
Jim Geisler	<b>X</b>	
Rob Rueckl	<b>X</b>	
Meredith Peterson	<b>X</b>	
Todd Rosengren	<b>X</b>	
Bryan Wilkinson	<b>X</b>	
<b>BMA staff present</b>		
Kori Derrick-Cisewski	<b>X</b>	

**a) Check in**

- Meeting called to order at 6:31pm by Commodore John Gagich, confirmed a quorum was present.
- No meeting in December. January meeting will be held if there are urgent matters. February and March meetings will be virtual.
- Todd proposed that we consider adding repaving the entry road (near the railroad tracks) to the marina on the list of potential capital projects. It was discussed that we had run into challenges with the RR in the past, but would add it back to the list.

**b) Consent agenda – discussion/approval –**

- We are in the middle of haul-out season which is going well.
- 2025 contracts have been distributed. Most non-renewals are due to boat sales.
- D-dock damage claim submitted to State Farm. Claim equals \$53.5K.
- AR balance slow payers/items include Group 41 railroad crossing fee, a storage fee for an abandoned sailboat, and a fall 2024 slip billing for a sailboat that is for sale.

- e. Typo in September minutes. 2025 budget for landscaping is \$70K and not \$75K. Kori to revise.
- f. Motion to approve consent agenda by Meredith, Todd second. All approved.

**c) Incident reports review**

- a. None at this time.

**d) Stewardship circles status**

- a. FY25 CI Forecasting, 11/2024 to 10/2025 Budget
  - On target to achieve \$366,528 in operating income in FY24. FY24 net operating income is projected to exceed its target by \$101,540.67.
  - Marina operations, service, and canvas are projected to exceed their FY24 operating income target. Gas dock and third-party rental are projected to end the year below their FY24 operating income targets.
  - Capital projects budget for FY24 was \$317,483. \$389,434 over budget due largely to fuel tank and telehandler projects. Cash used for capital projects was \$249,760 which exceeded the \$160,200 FY24 capital project budget.
  - FY24 end of year cash balance is projected to equal \$606,738.
  - Proposed FY25 operating income budget target equals \$284,247.
  - Proposed FY25 budget assumes 2% year-over-year revenue decline due to lower canvas and yacht sale commissions.
  - Proposed FY25 budget assumes 1% increase in expenses due to reduction in credit card fees (\$45,000) and lower canvas expenses. Also assumes higher fuel costs and a 3% wage increase.
  - Credit card surcharge fees will be activated at start of boating season on February 1, 2025.
  - Proposed FY25 capital budget is \$266,196. Includes landscaping, insulating clubhouse attic, replacing pool pergolas, installing ADA Ramp, and telehandler loan payments.
  - Projected capital fund balance for FY25 includes surplus of \$284,247 and \$225,000 from slip sale.
  - Projected FY25 cash balance at start of year equals \$606,738. Includes \$150,000 for operating cash and \$456,738 for capital fund. Projected FY25 end of year cash balance equals \$849,789. Includes \$150,000 for operating cash and \$699,789 for capital fund.
  - Discussion regarding handicap access for pool. Cost is \$5,500. Rob proposed creating a framework for evaluating new capital projects so we can methodically determine what projects to prioritize and allocate funding to. Kori to secure updated estimate. Rob will add to FY25 budget.
  - Actions include make credit card decision, determine alternatives for canvas business, approve budget, and communicate FY25 budget and any increase in fees to the membership.

- Motion to approve FY25 operating budget with a surplus of at least \$270,000 by Bryan, Katy second. All approved.
- a. Improving Access to Docks – Kori and Eric Pedersen have been in contact with the suppliers for the ramp and gangway. Confirmed there are no changes to quoted prices. Kori's goal is to execute contracts and send deposits at start of FY25. Moving forward is contingent on obtaining approval for FY25 budget.
- b. Landscaping – Kori is meeting with the landscaping vendor to revise FY25 budget down to \$70,000. Moving forward is contingent on obtaining approval for FY25 budget.
- c. WiFi – Kori proposed revisiting WiFi upgrade for A-dock. Current plan is to fund this project in FY26. Given surplus, Kori proposed that we consider pulling this expenditure forward to FY25. Kori also suggested we evaluate upgrading our Internet access to a fiber optic connection. There is no implementation fee, but we would need to commit to a five-year Term. Kori also stated that we normally downgrade our Internet service over the winter which reduces our monthly fee by over 50% but that we will need to maintain the same level of service during the entire year if we move forward.
- d. Safety Committee – Jim assessing hang-outs for A, B, and C dock. Linear feet for A dock equals 100 feet, B dock equals 150 feet, and C dock equals 230 feet. Rough price for slip owners to implement hang-outs are equal to \$35 per foot. Includes wood, bracket, and labor. Need to evaluate funding strategy given some slips are member owned, and some slips are marina owned. Jim to continue assessing and revert with options.

**e) Future stewardship circles**

- a. No discussion this month.

**f) Other business**

- a. LA Group requesting a cross-easement. Action plan defined.

**g) Member forum**

**h) Executive session**

**i) Adjourn**

- a. Motion to adjourn by Don, 8:20pm