

NSP committee meeting – Sunday March 8, 2020

Location – cottage at 172 Willow Rd, Nahant, MA 01908

Attendees:

Mark Patek, Eric Kirton, Jeff Hall, Heidi Fiori, Doug Frauenholz

Meeting began at 10:05 AM

Introduced member – Heidi (Antrim) Fiori

Mark handed out and discussed a number of old documents relating to NSP and Town procedures and also reviewed the budget request given to the Town for the upcoming fiscal year.

For Heidi's benefit there was a description provided of the role of the **Friends of Nahant Sailing – 501C-3** Vehicle to accept donations of money or equipment or funds from fund raisers

Provides funds to program – mainly for capital acquisitions such as boats and equipment and for major repairs.

When needed funds tuition scholarships for needy kids and some of the training costs for instructors.

Current officers of FNS are: John Fulghum, Doug Frauenholz and others

Based on the fact that the sailing program had a deficit of \$1000, last year and that there will be an increase in minimum wage from \$12.00 to \$12.75, we requested that the town increase its subsidy from \$3605 by \$3000 to \$6,605. (The \$3605 subsidy has not changed in the past 10 years.) Mark met with the Town Administrator to explain our finances and to get his support to the increase in the town budget.

The old NSP documents were included in the files left by the previous chairman and gave the process for expense reimbursement

A proposed schedule of classes which brought back an intermediate Opti class (Opti II) as suggested by the director based on last year's enrollment.

The program fees were discussed, and it was agreed to make two changes:

The non-resident youth weekly fee is to be raised to \$150/week from \$135.

The offering of a reduced price for adult couples is to be eliminated because:

Adult classes are over-subscribed and thus do not need this incentive

Several students registering as couples were not from one residence or even one town.

This will greatly simplify the registration process.

An analysis of the NSP fees compared to fees in Swampscott and Salem showed that Nahant's fees are lower.

Mark moved to approve the fees and schedule. Doug seconded. All approved.

Agree on program director (Olivia Fulghum) and other hires for the summer and their hourly rates and hours of work. Eric did a rough analysis which indicated that with these rates and hours and the additional Town subsidy, the program should break even. Friends of Nahant Sailing will continue to fund capital and major equipment requirements.

Doug moved approval, Heidi seconded, all approved.

Discussed the registration process and possible changes.

Doug will again handle the registration process using the league lineup.com application

Changes: no couples for adults

Separate registration for adult racing – as way to get waivers

Acknowledgement to parents that child is registered – payment and waiver received

Doug will explore possibility of using app to accept payments which could go directly to Town of Nahant

Discussed ideas to increase registration

Haley will give facebook admin access to Heidi

Heidi & Eric will create short video or slide show about the program that can go out on NSP Facebook and other Nahant Facebook sites such as "Nahant Parents"

Need to develop updated flyer for 2020. (Mark said Town has provided free color copies in the past and that school has provided free copies for distribution to kids from the school.)

Education at Johnson School - Need to do presentation to second and third graders as well as older kids - presentation usually done by instructors

Also need to reach out to parents to show the program is fun and safe. Video may help with this.

Once registration set – Kevin Andrews can put notice on weekly Johnson school letter

Will get notice on Town electric sign

Heidi will arrange table at Town Meeting to advertise program – may also sell apparel and have raffle or sale :

Last sail bag

Donated old inflatable, motor and trailer

Open house meeting at beginning of session valuable but it would also help if director or instructor send note to parents, especially Learn to Sail, with recommendations on clothes, comfortable life jacket, etc

Discuss member roles for upcoming season

Jobs of committee

Chairman & treasurer - Mark

Budget & expense tracking

Job offers & tracking signed response

Payroll – pay and tracking Mark – with backup from Doug

Boat maintenance and moorings – Jeff

(help from Doug and Eric on moorings)

Help from Eric on maintenance

Approve equipment and expense payments - Eric

Safety equipment and training – Eric

Student Registration and payment processing Doug

Recruitment of students: Heidi

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Equipment update and preliminary needs: Eric will order
Propeller guards

Fuel filter for new boat (Jeff and Eric to get and install)

Motor boat – changes (NDC boat vs old boat)

Our new director raised the concern that the bigger whaler may be more difficult to bring kids on board especially after they fall in.

However, the large whaler is in better condition than our older whalers but would require an investment of \$4000+ for a new motor.

We decided that since we are getting the new rib we should see how that works this summer and use the best 3 small power boats, holding the 4th for backup and then decide whether we would be better off with a second rib, a repowered 16' whaler or a new motor for one of the old boats. in order to get boats to and from Marblehead race week, with an adult volunteer we could use the Dory Club RC boat.

Other subjects discussed:

Safety procedures:

Motor boat operation skills – (no use of cut-off straps etc)

CPR and First aid training (may not be getting in high school anymore) Heidi will talk to Cheryl DiLiscio the Johnson School nurse to see if she can do classes that qualify for a red cross certificate. Eric, will research some local options for individual instructors to get the certificates

Radio skills

Should we provide some waterproof phone covers for instructors?

Skills in general - needs some work with director and instructors

Vi Patek to be asked to brief 1 hour training session on "class Management" for instructors during set up week

Lesson plans seem to be up to instructor under supervision of director

There really is no checklist that I am aware of-

Even after a couple of years kids are not really skilled at knots, cleating, landing at moorings, anchoring.

Boat care by kids- needs to be a bigger part of training.

We could use a CIT qualification test.

Handbook – written many years ago, Mark will finish an update and then circulate it to committee for additions and other improvements.

Meeting was adjourned at 12:30PM