







Yacht Racing Association of San Francisco Bay

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Thursday November 5th, 2009 – Agenda Board of Directors Meeting 7:00 pm – YRA Office

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda 
- IV. Approval of Minutes 
 - a. September 2009 Meeting  #1
- V. Chairman's Introduction – Pat Broderick
- VI. Executive Director's Report – Laura Paul 
- VII. Treasurer's Report – Bobbi Tosse
- VIII. Secretary's Report – Ed Durbin
- IX. Charter Association Reports
 - a. HDA – George Ellison
 - b. ODCA – Bill Murphy
 - c. OYRA – Richard Calabrese/Andy Newell
 - d. WBRA – Don Wilson
- X. Standing Committee Reports
 - a. Appeals Committee – Paul Kamen
 - b. Race Management Committee – Bill Gage
 - c. Buoy – Doug Storkovich/Jim Snow
 - d. US Sailing Committee – Tom Roberts
 - e. Championship Events Committee – Vacant
 - f. Computer Programs Committee – George Gurrola
- XI. New Business
 - a. 2010 Planning
- XII. Chairman's closing statements

XIII. Adjournment –



- Board Action Required



- Attachment pending



- Attachment included

Please call the office if you have any questions!



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Thursday September 3rd, 2009 – Agenda Board of Directors Meeting 7:00 pm – EAST BAY – ISLAND YC

- I. Call to Order – Meeting called to order at 7:05 pm
- II. Roll Call – Board Members in Attendance: Pat Broderick- Chair, Ed Durbin- Secretary, Bobbi Tosse- Treasurer, Paul Kamen, Gerry Brown, George Ellison, Gerry Brown, Bill Murphy, Andy Newell, Bill Gage.
- III. Approval of Agenda – Gerry Brown made a motion to approve the agenda as is. Bill Murphy 2nd. Motion passed unanimously.
- IV. Approval of Minutes – George Ellison made a motion to approve the minutes, and Gerry Brown 2nd. Motion passed.
 - a. March 2009 Meeting - See website for approved minutes.
- V. Chairman’s Introduction – Pat Broderick – Pat welcomed everyone to the meeting. Pat will defer most of the updates to Laura Munoz. His main topic to discuss tonight is the 2010 season and what we can do to bring in more people.
- VI. Executive Director’s Report – Laura Paul - see attached.
- VII. Treasurer’s Report – Bobbi Tosse - pending completion of accounting
- VIII. Secretary’s Report – Ed Durbin – no report at this time
- IX. Charter Association Reports
 - a. HDA – George Ellison - George Ellison gave the HDA report. About ½ the boats that signed up raced regularly and most races went really well. Things seemed to go smoother than they have in the past few years. Laura will get with George and Bill to get the 2010 schedule figured out.
 - b. ODCA – Bill Murphy – ODCA saw a steep drop in participation this year. Only 29 boats qualified overall. If the ODCA rules are followed for next year only 2 fleets will qualify as ODCA fleets in 2010. Bill does not suggest that we force out fleets that did not qualify. The type of racing offered may contribute to the lack of participation. We are limited by the Race Committee capabilities that sponsor the races. Not all committees can set drop marks, have a committee boat, etc. A discussion was held on the combined HDA/ODCA race days and what is working and what is not. Some race committees do not like running the 2nd race for the ODCA fleets while the HDA fleets are out racing as it can cause problems on the finishes for the HDA boats.

- c. OYRA – Richard Calabrese – Andy Newell sat in for Richard. Andy will be taking over as the new OYRA. This year seemed to go similar to other years in the past. There have been conflicts between ocean races and the HDA/ODCA races which while it may not be a problem for the boats, it is an issue for the crew. Next year we will try to work the schedule so that there are a minimum of conflicts between the associations.
 - d. WBRA – Don Wilson – WBRA is doing pretty well this year. The Folkboats are having their International Regatta shortly and the Knarrs just had their event in Sweden. Don gave a recap of the scheduling conflict that occurred on August 23rd. The 2010 WBRA Schedule is nearing completion. Don will send Laura and email with the current proposed dates.
 - e. PC – Pat gave a report on the Party Circuit. It has become very successful and it is time to set it up as its own association. There are several ways to go about setting up an organization. Either inviting all sailors to come to a meeting and they can elect their own board, or the YRA Board can select people that represent the different aspects of the fleet and get them started. It would be good to see the Sunday race of 2nd Half Opener go to a one race format where everyone races the Alcatraz race.
- X. Standing Committee Reports
- a. Appeals Committee – Paul Kamen – Business is picking up! They are in the middle of their 2nd protest for the year. The Protest Committee decisions should be added to the YRA website.
 - b. Race Management Committee – Bill Gage – there have been 2 basic race management courses and 1 advanced class this year. As we head into fall if any clubs are interested in hosting a class please let Bill know.
 - c. Buoys – Doug Storkovich/Jim Snow – Doug sent his report in via email. All buoys are on station. Berkeley YC took over the ownership of “C” buoy. All buoys on the circle are now soft foam buoys. The Anita Rock offset buoy is the only remaining steel sphere. The 2010 calendar will have the updated chartlet of the circle.
 - d. US Sailing Committee – Tom Roberts – sent his report via email, no report at this time.
 - e. Championship Events Committee – Vacant
 - f. Computer Programs Committee – George Gurrola – The YRA purchased a new computer in July, after a hardware failure in the old laptop. The YRA databases have been upgraded to Office 2007, which caused a few hiccups, but they are being ironed out.
- XI. New Business
- a. 2010 YRA Officers/Charter Association Presidents. There is a new president for OYRA, and we are looking for a new ODCA president. HDA and WBRA presidents will remain the same. A PC President will be appointed to head the new PC Association.
 - b. U.S. Coast Guard Update
 - i. 2010 Epirb Requirements – will be required by the OYRA for 2010.
 - c. Ed made a suggestion that we start charging \$5 a person to attend the YRA Trophy party. Some felt that we should make the \$5 fee optional.
- XII. Chairman’s closing statements – Pat encouraged everyone to get involved with promotion and help get people to sign up and participate.
- XIII. Adjournment – Bobbi Tosse made a motion to adjourn at 9:36 pm. George Ellison 2nd it. Motion passed. Meeting adjourned at 9:36



- Board Action Required



- Attachment pending



- Attachment included

Please call the office if you have any questions!

Executive Director Report August 2009

This has been a challenging year for the YRA. We've had issues with the US Coast Guard, were involved in arbitration, had race committee scheduling problems and had a computer hardware failure. I am slowly digging out of the hole that those items helped to create.

Like many organizations we did feel the sting of the economy this year. HDA, ODCA & OYRA were all down in season signups. WBRA remained the same and we are actually up in Party Circuit entries and Single Race Entries. We are down quite a bit in YRA Memberships, and down slightly in PHRF Certificates. I expect we will get a few more PHRF Certificates renewed as the Mid-Winters begin, and I expect to see a few more single race entries for the last few ocean races and the Season Closer.

Statistics

Item	2006	2007	2008	2009 (as of 9/3/09)
HDA Signups	76	45	51	39
ODCA Signups	76	54	56	47
OYRA	61	59	56	46
WBRA	51	49	50	50
Party Circuit	NA	64	114	126
<i>Total YRA "Racers"</i>	<i>264</i>	<i>271</i>	<i>327</i>	<i>308</i>
YRA Memberships	516	445	515	393
Single Race Entries	210	143	209	215
PHRF Certificates	761	602	792	760
PHRF Appeals	8	3	10	12

Coast Guard

The year kicked off with the "Heat Wave" incident, where a J-80 lost its keel during a race and capsized. After the incident the US Coast Guard called the YRA in to a meeting to discuss ocean racing safety procedures and risks. The Coast Guard wanted to ensure that everything was being done to mitigate the risks of ocean racing. This led to a series of meetings with the Coast Guard, and meetings with Yacht Clubs involved with running ocean races. Several procedural changes were made to the organization and running of ocean races. All ocean races for 2009 were removed from the Blanket Permit and each club running an ocean race was required to re-apply for a permit.

Going forward in 2010, ocean races will not be included in the Blanket Permit, although the dates of the races will show up on the Master Calendar. In 2010 each club running an ocean race will need to complete their own permit application and submit it to the Coast Guard, along with a copy of the Sailing Instructions for the race, and a copy of the required safety regulations. Prior to the race the Race Committee will need to submit float plans for all participants to the Coast Guard. This procedure is already in effect for this year. By the Friday before the race a float plan or, at minimum, an information sheet on each boat, its crew and emergency contact info for everyone aboard, must be submitted to the Coast Guard. Currently the permit is not signed and issued until the float plan/boat & crew information has been received by the USCG. For many races this season the USCG has required a meeting the Friday before the race with the Race Committee to discuss the race, expected weather conditions, parameters for cancelling a race, etc. We have been trying to eliminate these meetings and hopefully they will not be necessary next year.

Changes have also been made to check-in procedures and communication procedures between race committees and VTS. During the check in for an ocean race, the race committee must note the actual # of people on board a boat at the start and forward this information to the Coast Guard. During the race, the race committee must check in with VTS, via phone every 4 hours for the duration of the race, with a status update. VTS wants to know if anyone has dropped out,

approximately where the bulk of the fleet is, the number of boats that might have finished already, etc. At the stated ending time of the race there must be 100% accountability for all boats that crossed the starting line.

There have also been lengthy discussions regarding EPIRBS. The Coast Guard would like to see them required for every ocean race. They are starting the process to create a Local Regulation that would require EPIRBS for all boats participating in Ocean Races. This process will most likely take over a year. In the meantime, we have agreed to make EPIRBS required for OYRA races in 2010. The requirement will be for a 406 EPIRB attached to the boat or a 406 PLB attached to a person. Currently, about 85% of the season racers signed up for OYRA have an EPIRB already.

I am meeting with Brian Clark, the Marine Events Coordinator, next week to get the ocean racing permit procedures in writing so they can be distributed to the clubs that are involved in ocean races. We would also like to schedule a meeting with all the yacht clubs that run ocean races to recap the issues that came up this year and discuss next year.

Arbitration Wrap-up

In early May we were informed that the YRA had been named as a respondent in a Demand for Arbitration under the Ted Stevens Olympic and Amateur Sports Act. US Sailing, The Appeals committee of the YRA, The Sausalito Yacht Club and RegattaPRO (Jeff Zarwell) were also named as respondents. A member of the IOD fleet filed a Protest and a request for redress after a WBRA race last fall. The protest was not heard when it was discovered that he did not fly his protest flag immediately and no redress was given because he won the race. The protestor filed an appeal with the YRA Appeals committee, however the appeal was not heard because the appeal was not filed according to the rules. He then filed an appeal to US Sailing, which was not heard due to a timing issue. His last option at that point was to seek arbitration to settle his dispute.

Once we were notified of our involvement with the Arbitration, I took part in several meetings with the Attorney for US Sailing, going over the relevant facts of the case and YRA's involvement with the case. We had to select an arbitrator and after several preliminary motions a date was set for the arbitration. The actual arbitration hearing was held on June 11th. The hearing took all day and several witnesses gave testimony, including the President of US Sailing, Jim Capron. The Arbitrator issued his order, without reason, on June 12th and issued a reasoned order on June 25th. The claims and relief requested by the claimants were denied. All costs involved in the arbitration were split between the claimants and the respondents. US Sailing was very generous and covered all costs associated with all the respondents.

The entire process, and especially the hearing itself, was quite fascinating. If anyone would like to see a copy of the reasoned award, please let me know. It gets into the minutia of the Racing Rules of Sailing.

Race Committees

We have had a few problems this year with scheduling race committees and with scheduled race committees not being able to do a race. Luckily an ad-hoc race committee was pulled together for all the races that had issues, some races with better results than others. I'd like to thank Richard Calabrese, Heather Sprague, Bill Murphy, Doug McVae, Bobbi Tosse, Ben & Lucy Mewes, John Siegal & John Craig for pitching in to make sure that we were able to hold our scheduled races. With the increasing requirements for running races I am concerned that we may have trouble finding racing committees willing to run races for us in the future. As soon as dates are selected for the 2010 YRA races we need to start contacting race committees and find out who is available to run what races. We had done away with the traditional "YRA Pick Meeting" and started focusing on eliminating scheduling conflicts, but it may be in our best interest to bring back the "YRA Pick" process during the scheduling meeting. The 2010 Calendar updates are going out to race committees in 2 weeks and the scheduling meeting is scheduled for Mid-October. If I could send out the YRA Race Dates with the 2010 calendar information it would be very helpful.

Office Update

In late July the YRA computer died. The motherboard had a problem and stopped supplying power to the cooling fan, which in turn caused both the mother board and eventually the hard drive to fry. We had to purchase a new laptop, and found a good one that cost less than \$700. We lost all the software that was installed on the old computer and some data. I had started using a new back-up program in the spring that automatically backs up files on your computer to an online storage site. I was able to recover almost all the data on the old laptop, except for the accounting program and my email, as these items were stored in a different location than what was included in the back-up. I also lost all my email contacts (email addresses that were stored in Outlook). Most of the software that we use I was able to re-install, although there are several programs that still need to be installed, including our web update software and FTP software, as well as the software that lets us update our navigation. This was all software that was purchased and downloaded over the internet, and when the email was lost, I lost the download information for the programs, since that is where it was stored. I need to contact the companies' customer service departments and have them look us up and give me new license numbers so I can re-download the programs and re-install them.

I was able to re-install the accounting program off a CD, however I was not able to restore the current data. I was forced to install a back-up of the data, which only had information from January and earlier in it. Basically this means that I need to re-enter all the invoices and payments we have received since February. I've gone back and re-entered all the AP transactions, as these are much easier to recreate. I am slogging through the invoices and payments now. About 90% of our business comes in over the internet now and it takes a while to create the invoices and apply the payments in our accounting software. Hopefully once I am caught up re-entering everything I can find a better way to import the credit card transactions from our online store into quickbooks.

Also, we lost almost all emails that were sent to us during the last week of July and early August. If you know of someone who emailed us during that time frame and didn't receive a response, that is most likely the case. Any emails sent through the Website were not received, along with emails sent to phrf@yra.org and laura@yra.org, the info@yra.org account was mostly working during this time, although we were not receiving confirmations of transactions in the online store. As of now all email address are working and we are able to send and receive without any problems.

The new laptop came installed with Office2007 and the previous laptop had Office 2003. This did cause some problems with both the YRA Scoring Program and the YRA PHRF Database. George Gurrolla was able to iron out the kinks and both programs are working again.

Beyond the computer issues, I did go back this spring and research getting out of our long term contracts with Pitney Bose and Ikon. There is 1 year left on our Pitney Bowes contract and 5 months left on the Ikon contract. In both cases, the fees and penalties incurred if we break the lease early will end up costing us more than if we just continue with the lease until it ends.

The Ikon lease will be up in January at which time we can return the equipment and buy our own printer, purchase the machine we currently have or start a new contract with Ikon. I don't think we should sign another long term contract, but I will be interested to see what the cost to buy the machine we have now will be. If it is comparable with purchasing a new printer, we might want to keep the machine that we have since it does everything we need it to. If not, printer/copiers are much less expensive than they used to be and we should be able to find something that suits the YRA needs.

There is now 12 months left on the Pitney Bowes lease, totaling \$4264.10. If we break the lease now, the cost is \$4864.10. We can "restructure" the lease, which would extend the lease for an 3 additional years, but lower the lease cost, effective immediately, to \$387.30 per quarter (\$1549.20 a year), for a total of \$4647.60 over the next 4 years. I think our best bet is to finish the lease and return the postage machine. Since most of what we do is now done over the internet we do not use nearly as much postage as we have in the past and any postage used in the future can easily be handled using stamps.com or even the post office.

The YRA racing season is winding down and I am looking forward to ending the season on a high note with the Season Closer on September 26th & 27th. We will be following the same format as last year, with the PC fleets sailing the "Island Tour:" and the One-Design boats racing on the Knox courses. On Sunday all fleets will sail the Crazy 8 Pursuit Race. I am coordinating with Corinthian Yacht Club on the Saturday night party and I believe it will follow the same format as last year as well- A dinner and live music on the deck.

We are looking at holding the Trophy Party at the Sausalito Yacht Club this year. We are just finalizing the details with the club. As soon as everything is confirmed we will start getting the word out.

That wraps up most of what has been going on in the office since the last meeting. As I mentioned earlier it has been a trying year for the YRA office. I appreciate all your patience while everything gets sorted out.