

**JSCA Operations Committee  
Meeting Minutes  
November 20, 2006**

**Present:** Norm Eldridge, Chair; Brian Key, Deirdre Webster, Ian Upright, Bob Stewart, Patricia Ryan, Benj Rummen, Storage Manager; Mike Cotter, General Manager.

**Regrets:** Gail Owen, Jim Quinn, Paul Munnis.

**1. Approval of Agenda**

The meeting Agenda was approved.

**2. Election of 2007 Operations Committee Chair**

Norm Eldridge was acclaimed as the Chair of the Operations Committee.

**3. Approval of Previous Minutes**

September 6, 2006 Approval of Minutes was deferred  
September 20, 2006 Approved

**4. 2007 JSCA Storage Policy**

The Committee discussed changes to the JSCA Storage Policy and storage procedures for 2007. Recommendations for changes are to go to the December Board meeting for approval and be included with the 2007 JSCA Billing Package which will be sent to members in January. Staff will strive to affix craft decals within one week of receiving payment-limiting factors include processing time, inclement weather and staff days off. Staff will work cooperatively with Club representatives to decal their fleets. Clubs will be allowed an appeal process to avoid the Late Payment Fees if they are unable to meet the April 1 due date. Clubs are to contact the JSCA by March 1 to maintain the historical April 30 due date for 2007 with a plan to meet the April 1 deadline in 2008.

**Motion:**

“To recommend Board approval of the 2007 Billing Package Letter and revised JSCA Storage Policy (attached)” Carried

**5. 2006/2007 Annual Action Plan Opportunities**

A. Water Drainage

Bob Stewart outlined the problem of water pooling in the area around the outrigger storage racks. The water is a hazard to users of the aisleway intersection and hosing station as well as a potential breeding ground for mosquitos. The problem was observed by a drainage company who recommended removing a large amount of soil just south of pool in the aisle and refilling with gravel. The gravel could be covered with rubber matting to allow users to place boats for cleaning and tweaking. Mike will contact the Park Board to determine if their approval is required and if

they have any other ideas. There is concern that there may be concrete below the grass. JOCC members would be willing to dig test holes.

#### B. Syd Butler Memorial

Patricia Ryan suggested that the JSCA name the new rooftop deck after Syd Butler, one of our founding members who made tremendous contributions to the formation and early days of the JSCA. Syd remained a passionate JSCA member until he passed away last Spring and always maintained that "The club is for the youth". The committee discussed ways of remembering Syd and other late members who made significant contributions. Suggestions from the JSCA AGM included pictures and/or plaques for a Jericho "Hall of Fame", monuments or benches in Jericho gardens, picnic areas or on the rooftop deck. Brian volunteered to research old Centreboards for insights on the Syd. Patricia will discuss ideas with Anita Butler.

#### **Motion:**

"To accept the concept in principle and make recommendations at the next meeting."

#### **6. Old Business**

##### Damage to Ramp #2

The daytime tides have not allowed for repairs to ramp two. Foreshore Engineer, Dr. Michael Quick will be inspecting the ramp and advising us how to proceed. In the meantime we will mark the depression.

#### **7. Adjournment**

#### *Attachments:*

##### A. 2007 Billing Package Letter

January 15, 2007

Ahoy JSCA Members:

This package contains your 2007 Jericho Sailing Centre Association annual invoice for member fees and services--your launch ticket to unlimited high seas adventure. Please note that there have been significant changes to the JSCA Storage Policy for 2007 which will dramatically affect members who pay late-see below.

The Jericho Sailing Centre facilitates countless day trip adventures; exercise, fitness and stress release opportunities; escapism and liquid launches; and plain old wholesome fun. One of the best ways to enjoy Vancouver's marine environment is to sail, windsurf, paddle and/or row from Jericho. **Forget the January blahs**--let this invoice in your hand remind you of your personal Sea Odysseys launched from the Jericho Sailing Centre in the past and have you looking forward to those you'll enjoy- in 2007.

Your Jericho Sailing Centre Association **fees are due April 1, 2007**. This year's fees have increased slightly to help offset the rising tides of inflation. Members who pay on or before **February 15<sup>th</sup>** will receive a **2% discount**. Payment may be made by cash, cheque, debit or credit card (Visa/Mastercard).

**Members who pay late**, will be charged a **20% (TWENTY Percent) Late Payment Fee per month** or any portion thereof **after April 1<sup>st</sup>**. Craft/Equipment will be subject to a **\$40 Lock-up Fee** per craft and/or locker in addition to the Late Payment Fee if unpaid after May 1<sup>st</sup>. Craft/Equipment unpaid after June 1<sup>st</sup> will be seized under the Warehouse Lien Act and **JSCA Bailiff Fees** will be added to the aforementioned fees. Craft unpaid as of Noon on **Saturday, July 7** will be sold at the **JSCA Bailiff Auction**. **It is every member's responsibility to ensure that they have a current decal affixed to their craft. Failure to do so could result in the loss of your storage spot.**

JSCA Membership Card Access, member key locks and the Windline number will all change on April 1. As the JSCA is a non-profit, volunteer organization running on a tight budget, this will be the only invoice you receive. If you choose not to take advantage of the early payment discount, put it somewhere safe so you'll have it handy in March. As our website and computer systems continue to evolve we ask that you **provide us with your e-mail address** when renewing memberships to facilitate better communication, we promise not to splash you with spam.

The **Vancouver International Boat Show** takes place from February 7-11 and volunteers are needed to crew the Jericho Sailing Centre Association display. Volunteer opportunities are available throughout the year. Please contact the JSCA office for details and get involved with your ocean access community centre.

Fair winds,

Mike Cotter,  
General Manager

B DRAFT 2007 JSCA Storage Policy

## **JERICHO SAILING CENTRE ASSOCIATION**

### **DRAFT STORAGE POLICY 2007**

Revised December 2006

#### **1. ELIGIBILITY FOR STORAGE**

- (a) Only members or affiliated societies may store craft at Jericho Sailing Association. All affiliated societies must be registered under the Societies Act.
- (b) Only one (1) storage craft space may be rented per Single or Junior member and two (2) storage craft spaces per Family membership. Only one (1) locker may be rented per membership.
- (c) A person may hold only one (1) membership.

- (d) Each craft must be owned by the member or members of the society storing it.
- (e) A society must have a minimum of twelve (12) members and at least four (4) fully paid up members for each boat and/or sailboard stored at Jericho, and the members of the society must share all the costs of ownership and operation of the craft stored. All members of the society must be members of J.S.C.A. The Board of directors shall decide whether a society is eligible for storage space, and shall consider usage of the boats.
- (f) When a craft is jointly owned, rather than by an affiliated society, each person who owns at least a one-third (1/3) share must be a member of J.S.C.A. and one (1) shareholder must agree to act as the owner as far as these policies are concerned.
- (g) Everyone who has a craft stored at Jericho or who is on the waiting list must renew their membership and reapply for storage each year.

## **2. PRIORITY AND ALLOCATION OF STORAGE**

- (a) Storage is allocated on a first come first served basis by category of craft.
- (b) When rack space is available, storage may be offered to those with suitable craft ahead of others. The number and type of racks will be as determined by the Board of Directors.
- (c) The manager will keep an accurate waiting list for storage and relocation, and names will be added strictly in order of application J.S.C.A. membership required.
- (d) Societies approved under 1.(e) may be given storage ahead of Single, Junior and Family Membership.
- (e) Space under or on top of a ground spacecraft may be used to store one (1) additional craft and this craft must be paid for at the current storage price.
- (f) Only one craft may be stored in each rack space.
- (g) Space allocated must be used within thirty (30) days or the right to use the space will be lost and the name moved to the bottom of the waiting list.
- (h) Boats wanting overnight storage will be accepted, if there is room in the compound, and charged the transient storage fee. Exceptions are: boats here for special events and regattas. The manager must be notified, regarding all transient storage, and will allocate space.
- (I) A craft may be removed for up to twelve (12) months and if membership is retained the member will be placed on the top of the waiting list, if they return at the end of the 12- month period, provided that the craft is to be removed for three (3) months or more. The manager must be notified so that the space may be re-allocated during that period.

## **3. RIGHTS TO USE OF STORAGE**

- (a) Storage is allocated to a member or society, not to a craft.
- (b) When a craft is sold the storage may be transferred to the buyer if the buyer is eligible for that storage, and the seller does not want to retain his space.

- (c) When a craft is removed permanently and not replaced, storage rights are lost and can only be regained by going on the waiting list.
- (d) Trailers used with a boat may be stored on the space assigned to the boat, but they must be removed if the boat is removed from the compound for more than one (1) month.
- (e) A member or society may change the type of craft stored, provided that when the change is from a racked to a non-racked boat or vice versa, or from a boat in another boat that occupies more than 1.5 times the space of the current boat, they must re-apply for space, and the Manager may give them priority on the waiting list. All changes must be approved by the Manager.
- (f) Storage rights may be withdrawn for inactivity. Activity will be determined by the General Manager.
- (g) Members or societies are responsible for reporting any changes of their craft stored within 24 hours.

#### **4. LOCATION OF CRAFT IN COMPOUND**

- (a) Every craft must be located in a space assigned by the Manager.
- (b) All rackable craft must be stored in racks if rack space is available.
- (c) In general, the most actively sailed craft will be located closest to the ramps. Spaces may be reassigned by the Manager.
- (d) Craft owned by societies, affiliated schools, etc., and committee, rescue and similar boats may be given preferred locations by the Manager.
- (e) The Manager may arrange for inactive and unseaworthy craft to be moved to the least accessible parts of the compound, pending their removal.
- (f) Anyone who believes that his assigned storage space is inappropriate may appeal to the Board of Directors.
- (g) Areas may be designated for overnight storage, sail folding, etc.

#### **5. STORAGE FEES**

- (a) Fees shall be as set by the Board of Directors.
- (b) Storage rates are based on the actual ground area a craft and/or trailer occupies (LOA X Beam) plus an administration fee. The rate for racked crafts will be determined annually.
- (c) Storage is allotted for twelve (12) months, April 1st to March 31st. Fees will be prorated, based on the number of whole months of storage, for people admitted after Oct. 1st.
- (d) Every craft stored must have a valid decal. It is JSCA's responsibility to affix the decals within 10 days of receiving payment. It is the owner's responsibility to ensure that a valid decal is always displayed on your craft.
- (e) There will be no refunds for storage fees.
- (f) The Manager may set a fee for use of workshop space, and limitations on time and type of activity.
- (g) Fees are due April 1st. There will be a 20% Late Payment Fee per month or any portion thereof after April 1st. Craft/Equipment will be subject to a

\$40 Lock-up Fee per craft and/or locker in addition to the Late Payment Fee if unpaid after May 1<sup>st</sup>. Craft/Equipment unpaid after June 1<sup>st</sup> will be seized under the Warehouse Lien Act and JSCA Bailiff Fees will be added the aforementioned fees.

## **6. LOSS OF STORAGE PRIVILEGES**

- (a) Failure to conform to storage policies and rules can result in loss of storage.
- (b) When storage and/or membership fees become overdue (30 days), the manager may, after giving reasonable notice, ask the bailiff to remove the craft and/or trailer concerned at the owner's expense.
- (c) The Manager may resolve that a craft and/or trailer should be removed from the compound because the craft is inactive or unseaworthy, or for any other specified reason. The Manager will then notify the owner of this, giving the reasons, and explaining that the owner has thirty (30) days to give reasons to the Board why the craft and/or its trailer should not be removed or to remove the craft. After considering any such reasons, the Board may direct the Manager to inform the owner that the craft and/or trailer must be removed within thirty (30) days, failing which it will be removed by the bailiff at the owner's expense.
- (d) When a craft and/or trailer is removed under (b) or (c) above, the owner loses the allocated storage, but may apply to go on to the waiting list after all outstanding fees have been paid.

## **7. CRAFT ELIGIBLE FOR STORAGE**

- (a) The compound is primarily for the storage of small naturally powered craft that can be hand launched and retrieved using ramps, and that are easily beached (eg: sailboards, small centreboarders and small catamarans).
- (b)
  - (i) Weight less than 1,500 lbs (680 kg).
  - (ii) No motor normally attached or installed.
  - (iii) No permanently installed head.
  - (iv) No permanently installed galley facilities.
  - (v) Primarily designed for daysailing - no cabin, no sleeping accommodation.
  - (vi) Maximum length overall 22 ft. (6.6m).
- (d) Rescue and Committee boats may be stored with the specific approval of the Board.

## **8. SECURITY**

- (a) J.S.C.A. cannot guarantee security of craft stored, and does not accept responsibility for loss or damage due to theft, vandalism or any other cause. Owners are strongly advised to insure their craft.
- (b) Owners are responsible for tying down their craft securely and may be held responsible if their boat damages another.

- (c) J.S.C.A. recommends that all loose parts stored with craft be clearly marked with name and decal number.

**9.) IMPROPER STORAGE OF CRAFT AND TRAILERS**

- a.) All craft and trailers found in common areas of Jericho's compound or storage areas not assigned to the owner may be seized by JSCA.
- b.) If a seized craft or trailer is not claimed within 30 days of the seizure date a fine of \$75 must be paid before the craft or trailer will be returned to the owner.
- c.) All craft and trailers that have not been reclaimed or for which the owner has not paid the fine within 3 months of the date of seizure may be disposed of by the JSCA at the owners expense.
- d.) The JSCA is not required to contact or deliver a notice of seizure or notice of disposal to the owner unless an up to date JSCA decal is displayed on the craft or trailer.
- e.) If members store craft or trailers in a location that has not been assigned they may be charged a \$25 fee for returning craft or trailer to it's assigned location.
- f.) If members repeatedly store their craft or trailer in a location they have not been assigned more than two times, the manager may cancel their storage rights and have the craft and trailer seized and removed or disposed of by JSCA at the owner's expense if the owner does not remove their craft from JSCA and pay all fees and fines within 30 days of a written notice.