

SCIRA
2007 Board of Governors Meeting Minutes
Porto, Portugal
September 9, 2007

1. Commodore Dunkley called the meeting to order on Sunday, September 9, 2007 at 9:07am.. A quorum was established.
2. Those in attendance were: Commodore Dunkley, Vice Commodore Pedro Garra, Rear Commodore Ben Van Cauwenbergh, General Secretary of Europe Stefano Longhi, Vice Secretary Europe Fernando Tajuelo, Rules Chairman Giorgio Brezich, Members at Large, Zibignew Rakocy, Kai Saarhelo, Cliff Browning, Treasurer David Odell, US National Secretary, Barb Evans and Executive Director Jerelyn Biehl. Past Commodores Jiro Yamamoto and Jerry Thompson were also in attendance as well as Piotr Manczak of Poland. Those unable to attend were: Vice Rules Chairman Steve Stewart & Chief Measurer Antonio Bari (both were measuring boats); Members at Large Liz Crouch, Mariana de Isaza and Ricardo Lobato as well as South European Secretary Herbert Hoerterich, N. European Ola Nygard, East European Alexei Fomin.
3. A motion was made by Cliff Browning, seconded by Pedro Garra, to ratify all motions in the past. Motion passed.
4. A motion was made by Cliff Browning, seconded by Giorgio Brezich to approve the minutes of the 2005 meeting. Motion was passed.
5. The agenda was changed to move one proposal to the front.
Proposal 14: Long Range Planning Committee & Commodore Dunkley read the motion to the Constitution to restructure the Board of Governors. The motion was proposed by Cliff Browning and seconded by Pedro Garra. Barb Evans made a motion to amend Section 23.1b to read: the Secretary will serve 2 years, with the possibility to be reelected but cannot serve more than 2 consecutive terms. The motion was seconded by Cliff Browning. The Amendment passed unanimously. A suggestion was made to create a separate document to describe the responsibilities of each Board member and a committee comprised of the LRPC, Nominating Committee and Executive Director will create this document. The motion passed unanimously.

CONSTITUTION

Section 22. Officers

The officers of the Association shall be a Commodore, a Vice Commodore, and an Executive Director.

22.1 Commodore: Duties of the Commodore include: bi-annually appointing a Nominating Committee, a chairman of the Long Range Planning Committee and other standing committees. The Commodore shall be the chief executive officer of the Association and shall enforce its laws and execute the orders and policies promulgated by the Board of Governors.

22.2 Vice Commodore: The Vice Commodore shall be the chairman of the Promotion Committee and shall take over the duties of Commodore if the Commodore becomes incapacitated. The Vice Commodore will also oversee the location of future World championship regattas.

Section 23. Board of Governors

23.1 Voting Members: The Association shall be governed in all matters except as provided herein by a Board of Governors comprised of the Commodore, Vice Commodore, Chairman of the International Rules Committee, the General Secretary for Europe, the General Secretary for the Western Hemisphere & Orient, the Secretary and the Treasurer. All shall be voting members of the Association's Board of Governors and all elected officers of the Association shall be Senior Members of the Class.

23.1a Treasurer: The Treasurer is responsible for the financial affairs of the Association. The Treasurer shall oversee the Executive Director's maintenance of the Association's books, financial records, securities and shall place funds in a depository approved by the Board of Governors. The Treasurer shall also review financial statements for presentation to the Board of Governors and thereafter prepare a summary of these statements for publication in the *Snipe Bulletin* for the information of members.

23.1b Secretary: The Secretary shall keep the minutes of meetings and supervise the Association's system of forms and records for all members. The Secretary will oversee membership trends and patterns and report to the Board. The Secretary will serve 2 years, with the possibility to be reelected, but cannot serve more than 2 consecutive terms. The ISAF Representative will report to the Secretary.

23.2 Non-Voting Members: There shall be three (3) additional members comprised of Legal Counsel, ISAF Representative, and Executive Director.

Section 23.3 Board Meetings: Bi-annual meetings shall be held in conjunction with the absolute World Championship to facilitate attendance. A quorum shall be an absolute majority of the voting Board of Governors in attendance. The Commodore, when petitioned by an absolute majority of the members of the Board of Governors, shall call an official meeting of the Board of Governors. The Commodore shall choose a time and place for the meeting, which shall be held within three months if petitioned, and the Executive Director shall give notice to all members of the Board of Governors at least thirty days in advance. For all meetings, the Executive Director shall present the current agenda for consideration at the meeting. Except as provided herein, items may be added and voted upon provided each receives an absolute majority of votes of the entire Board of Governors. Items already on the agenda may be amended and voted upon by a majority of those present. Any item as amended by the meeting, which fails to receive a majority vote of those present but mathematically could receive a majority of the whole Board of Governors must be retained on the agenda at the request of any member present at the meeting. The Executive Director shall publish an accurate and fair summary of the agenda of the Board of Governors in the *Snipe Bulletin* and shall report the status and disposition of all items. The Executive Director shall report a summary of the Board of Governors deliberations to the membership as accurately as possible.

Section 24. General Secretaries

The General Secretaries designated in Section 23 shall be elected every two years, to take office on even-numbered years at a meeting of National Secretaries at the European or Western Hemisphere & Orient Championship regattas. The chairman of these meetings shall be the current Hemisphere General Secretary, or if he is not present, the National Secretary of the country where the Championship is held. Designated representatives may represent Secretaries not present from their countries who may vote for them but otherwise, proxy voting shall not be allowed. Voting by mail, e-mail or fax shall be permitted. The individual receiving the most votes shall serve as Hemisphere Secretary for the next two years.

Section 25. Election of Officers

The Board of Governors shall have the sole power to nominate and elect the Officers of the Association for the ensuing term, such election to take place as soon as feasible after the general meeting held at the World Championship races.

By August first of each year, the Commodore shall appoint a Nominating Committee for the nomination of members for office. The Chairman of the Nominating Committee, or the Executive Director, shall promptly notify each voting member of the Board of Governors of said appointments and shall call for nominations to be received by October first. Nominations of the Nominating Committee may be supplemented by nominations by any member of the Board of Governors. If more than one name is placed in nomination for a given position, all names shall be shown on the ballot. The Executive Director shall mail, fax or e-mail ballots to each voting member by November first. They shall be completed and returned to the Executive Director by December first.

Officers shall be elected as follows or until their successors are duly elected. Commodore will be elected for a 2 year term and cannot serve more than 2 consecutive terms. Vice Commodore will be elected for a 2 year term and cannot serve more than 2 consecutive terms. Chairman of the International Rules Committee will serve a 4 year term. The Treasurer will serve a 4 year term, re-electable only once consecutively. The General Secretaries shall be elected every two years to take office on even-numbered years at a meeting of

National Secretaries at the European and Western Hemisphere & Orient Championship regattas. The Secretary shall be elected for a 2 year term. Generally, they will assume office as of January 1st of each year-

Section 28. Technical Committee

The Board of Governors shall appoint a Technical Committee consisting of the Chairman of the International Rules Committee, Vice Chairman, Chief Measurer, Rules Committee members and the Chief Information Officer. The Rules Committee shall maintain, study and make recommendations on all Class measurement rules and restrictions. This Committee shall have power to record or clarify any measurement rule or restriction whenever its meaning is deemed not clear or unfair. Proposed changes shall be circulated to all members of the International Rules Committee for comments and recommendations, and these shall be submitted to the Board of Governors for action. Measurement rules changes may take effect only on January 1 of each leap year (2000, 2004, 2008, etc.) and then only if submitted to the Board as agenda items by June 1 of the preceding year. Each proposed measurement rules change must appear on at least two agendas, with amendments offer able on the first circulation, and a vote on the amendments on the second or final vote on the change if no amendments were offered. Consideration at a properly called meeting of the Board may count as the second or third agenda appearance. Changes can be made at times other than the specified four-year intervals where the Board considers them to be of extreme urgency. An absolute majority of the Board is required for final passage.

Whenever a “circular Letter” from the International Rules Committee over the signature of the Chairman appears in the *Snipe Bulletin*, the corrections, interpretations or simplifications appearing therein shall become a part of the current Official Rulebook. Such corrections, interpretations or simplifications will also be posted on the Snipe web site, Rules section.

Section 29. Chief Measurer

The Board of Governors shall appoint a Chief Measurer. He/she shall serve a four year term with re-election possible after the first term. He/she shall be responsible for managing the Class Measurers worldwide. He/she shall be a member of the Rules Committee and shall advise that Committee on Measuring Rules problems.

29.1 Chief Information Officer: The Chief Information Officer shall be a member of the Technical Committee and of the Rules Committee. Duties include maintaining web site, Internet requirements and e-mail requirements of the Association. Review of all technology used or to be used by the Association, including but not limited to telephone, computer, hardware, software, measurement and rules. He/she supports the Rules Committee on technical issues by doing research on new technology for old methods. He/she supports the Association’s Board of Governors on technical issues by explaining details on complex technology issues.

Section 33. Standing Committees

The Commodore shall appoint members to serve on the following standing committees: Long Range Planning, and Promotion.

Section 34 Continental Officers

Each continent may choose to create continental officers that report to the General Secretary for their respective continent. These may include: for Europe; Secretaries for North, South and East as well as Vice Secretary and for the Western Hemisphere & Orient; Secretaries for North America, South America and the Orient as well as Vice Secretary.

6. A summary of National Secretaries Meeting was given.
7. Officer Reports
 - a. Commodore: Commodore Dunkley thanked the Flag Officers including David Odell for working with One Design Management and the administration of the Class. The Flag Officers had objectives to meet with ODM to consider compensation. The On-Line Registration, Website re-design, and publicizing the LRPC proposal were the 3 main objectives. Commodore Dunkley thanked the Board for their work and support of SCIRA.

- b. European General Secretary: Stefano Longhi reported that the northern area is not as strong, yet the south and central portions of Europe remain strong. An explanation of the calendar coordination was explained with a separate calendar posted on the SCIRA international website. Stefano encouraged the Class to combine major events for ease of boat charters and competitors.
- c. Western Hemisphere General Secretary: The following report was compiled through individual correspondence, national secretary submissions, and a WH&O National Secretary conference call in August. Minutes from that meeting are available. Overall the WH&O has seen pockets of growth and an overall decline in general membership and activity. The recent North & South American Championships were well attended and evidenced participation at those levels. We are also seeing an increase in local fleet racing at lower levels in the US. The location and timing of championship events is critical for certain countries as this drives national federation funding. To that extent, the WH&O believes it is critical to support the Snipe class ISAF representation. The ISAF representative should be one who is willing to serve on a long-term as it is the need to establish relationships and promote the Snipe class must be done over an extended period of time. Central American and Caribbean Championships – Recent discussions indicated the desire to establish and conduct a championship regatta for this region similar to those for the North and South American countries. Puerto Rico is currently leading these discussions and is the potential host for 2008. SCIRA WH&O could use input on how to align this with the organizing authority for the overall Central American & Caribbean Games. There is burgeoning activity in Ecuador, Costa Rica and the Dominican Republic. The availability of quality, used boats and equipment is the constraining factor. Championship regattas: NA: 2008 Cottage Park, Boston, MA, USA. SA: standard rotation per the Deed of Gift. WH&O – 2008: Punta del Este, Uruguay. 2010 open for bids.
- d. Executive Director: Jerelyn Biehl explained the progress of the Measurer's Handbook, the On-line Registration system, 75th history. A suggestion was made to establish a budget for the construction of new measurement jigs and a Board committee will research how to raise the funds to build & distribute these rigs to the builders. Also a suggestion was made to better inform the sailors on measurement issues concerning new and older boats, etc.

8. Committee Reports

Treasurer's Report

David Odell reported that the overall Class finances are a fixed cost structure with a variable revenue base. Fixed costs are: ODM, printing & mailing of the Bulletin & rest. Cash reserves 2-3 years ago, were low. The goal was to increase cash equal to one year's operating expenses. Minimization of cost is the main goal of ODM. Revenue side is dues, royalty income. David is hesitant to suggest a dues increase as there is no

need. Sail & hull number royalties are a main source of potential income. Membership base is reasonably steady. \$85,000 revenue budget with expenses in the same budget. Expect to break even or be slightly positive by year-end. A suggestion was made to publicize financial conditions. Action item: Technical Committee to present a proposal to the Board to purchase measurement jigs for distribution to various builders. The Board will then study how to use revenues to support this program.

SCIRA International continues to be in good financial condition. We have \$19K in cash balances, and a clean balance sheet with normal prepaid assets and accrued liabilities. Operations continue to be well managed in 2007, with revenues and expenses running very close to budget.

2007 Financial Summary Attachments

Financial statements are available in an Excel workbook with this update report on the financial results of SCIRA International through June 30, 2007 as follows:

Income Statement 2007 vs. 2006 – this is a comparative look at our operations in 2007 vs. 2006.

Income Statement 2007 Budget vs. Actual – this compares actual 2007 results with the 2007 budget.

Balance Sheets – traditional balance sheets as of June 30, 2007 and 2006.

Cash Flows – shows our cash flows for the six months ended June 30, 2007.

Operating Results

2007 Actual Results Compared to 2006 Actual Results and Budget

There are no significant departures in the 2007 results from 2006 with overall revenues up by 2% and overall expenses up by 6%. The increase in expenses is tied primarily to the earlier travel expense in 2007 for the Executive Director to attend the two World Championships as well as the expense incurred to have the measurer attend an ISAF Measurer's Clinic. We expect the 2007 year end to be in line with the 2007 budget with no significant variations.

Financial Position

Looking at the Balance Sheets, our cash balance is \$19K as of June 30, 2007, there are no long term liabilities and equity is \$37K.

The Accounts Receivable balance is reflected as \$13K. This is a typical level for this time of year. All amounts are deemed collectible and no reserve for bad debts is required.

Prepaid items totaling \$3K arise in the normal course of operations and include prepaid amounts for measurement stickers and year three of four on the SCIRA rulebook.

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I hope that this financial report is informative and provides the necessary analysis and context for the Board of Governors to understand our

financial situation. Please let me know if you have any questions or would like further analysis.

B. Membership Report

The on-line registration system: The SCIRA office and The Sylint Group have been working diligently over the past 10 months to migrate to an on-line registration & look-up system to enable our National Secretaries to self-register their members, print their membership cards directly and improve efficiency throughout SCIRA.

Although a large project, it has not been without frustration. Because we paid approximately \$6,000 in 2000 for a custom database, it would have been unwise to scrap this and move to a new system after 7 years of data had been entered. The challenge was to have varied levels of access to our database by National Secretaries and regatta organizers to perform these tasks while keeping the current database intact.

We were ready to go live this spring until we ran into a security issue with the port access on our server, which has caused Sylint to make a work-around. Don Bedford, SCIRA's Information Officer, has also been integrally involved to help maintain security for our member's information.

As of this writing, we are ready to do a final test and hopefully by the Board of Governors meeting it will have been introduced worldwide.

In addition to the ability for each National Secretary to enter their own information, edit and add throughout the year, they will also be able to print membership cards.

A further feature already available is the look-up of the status of a Measurement Data Sheet on file in the SCIRA office, which is constantly being updated with new information.

All of these features will enable our National Secretaries, measurers and regatta organizers to ascertain membership, boat registration and hull measurement on one database.

I want to thank the Board of Governors for their patience over these years, but this will improve efficiency across the board for the Snipe Association.

C: Junior Report

The Junior Committee supports the increase of the Junior Age Limit. A letter from SCIRA Japan was read supporting the increase of the age and suggesting the creation of 2 categories: "under 20" and "under 22" much like the Masters categories. SCIRA Japan submitted a letter in support of increasing the junior age limit which was read.

D. Promotion:

Pedro Garra reported that there was not much group activity after we carried out the organization of the World Snipe Day in 2006, but I am sure that every one of us has worked intensively in promoting the Class in our regions of the world.

Looking after Jerelyn's idea, we have lately been involved in gathering stories of the beginnings of the Snipe Class in every country. We have been very successful and got plenty of reports and photos that we are sure will make for a very interesting and promoting coffee table version of our Bulletin shortly.

We are now following and starting to look into the promotion ideas detailed hereafter:

- a. Developing the Class in China: As the chairman of the PC, I have been following the contact of the company that manifested interest in building Snipes in China and promoting the class locally. There is no development yet.
- b. Building Snipes in Central America: there is an ongoing project to build wooden Snipes in El Salvador. We are giving them full support through Jerelyn.
- c. Developing the Class in Australia: A friend of Kai Saarhelo's is in Australia and willing to start the class there. We are giving him our full support through Jerelyn.
- d. A new idea: the world quota system is not working as an incentive for growth. We will be conducting a study in order to propose a quota system that, while keeping the present total number of boats per country, sets more reasonable targets for all the countries to get one more crew in the worlds.
- e. Jiro Yamamoto presented a paper on the possibility of Snipe activity in China. Other possibilities include El Salvador, Costa Rica and Australia. The committee will study the quota system for the Worlds and the correlation for promoting Snipes while keeping the total number of possible entries manageable. Possibility of researching moving toward an electronic Bulletin only and offer possible financial support for promotion to each country.

E.ISAF-no report

F. Nominating- The Nominating Committee is accepting names for consideration for the Board of Governors for SCIRA.

Depending on how the vote goes for the Board reorganization, we will prepare our slate of nominees based on the vote.

Please submit your names to any member of the Nominating Committee or the SCIRA office by **October 15, 2007**.

G. Rules Committee:

The RC is constantly keeping track of possible rules changes for the upcoming new Rulebook. The Measurement Clinic was successful and helps standardize measurement worldwide. Discussion was held on some problems with measurement at this World Championship and possible solutions.

H. Long Range Planning (see Rules)

I. Old Business

a. Tabled motions *-none*

b. Regatta schedule and bids

2008 Women's Worlds: David Odell made a motion to accept for consideration only the 2 bids that were submitted by the National Secretaries. Barb Evans seconded. The proposal passed. Commodore Dunkley asked that the 2 bids be returned to each NS for complete bids and re-circulated to the Board for a vote.

2008 North American Championship: Motion by Cliff Browning to accept the bid presented by Cottage Park Yacht Club in Boston, seconded by Robert Dunkley. Motion passed.

J. New Business

The following proposals were considered:

1. Section 15. Classes of Membership and Ownership

The Association shall recognize the following classes of Membership and Ownership:
Junior Member: Members who will not be 22 years old in the membership year and who are authorized by the Association to skipper or crew registered Snipe Class sailboats. Motion proposed by Cliff Browning, seconded by Giorgio Brezich. Motion passed unanimously.

2. Motion: that the Reichner Perpetual Trophy be retired.

Motion proposed by Barb Evans, seconded by Cliff Browning. Motion passed unanimously.

3. Motion: Rule 36: Boom

36. Boom shall be essentially straight and shall not be tapered nor have lightening holes. The boom ends may be cutoff with a maximum angle of 45°. The depth of the boom at either end may be reduced for access to blocks or boltrope. Only one boom may be Motion proposed by Cliff Browning, seconded by Fernando Tajuelo. Motion passed unanimously.

4. Change the class rules to allow aramid or polyethylene (eg: spectra or Kevlar) lines in the jib luff wire and forestay.

Current Rule:

31. All boats must have a ~~jib~~ forestay and two side shrouds. No backstay may be used. The ~~jib~~ forestay must be all metal, **either wire or rod or made of aramid or polyethylene line. The forestay shall be 2.5mm (3/32") minimum diameter, either wire or rod** and must be fastened to a tang or other deck fitting. The length of the ~~jib~~ forestay shall be such that it does not allow the mast to touch the back of the partner when the mast is restrained only by the ~~jib~~ forestay with shrouds and the mast push/puller off. The length of ~~jib~~ forestay and shrouds must be incapable of being changed during a race. Motion proposed by Giorgio Brezich. Motion died for lack of a second to the motion.

5. Change the class rules to allow aramid or polyethylene (eg: spectra or Kevlar) lines in the jib luff wire and forestay.

Proposed by: National Secretary, Brazil

Current Rule:

51. The use of jib hanks is optional. If used, there shall be a minimum of 5 and maximum 10 hanks, one at each end of the luff and the others evenly spaced between them. If glove fasteners are used a maximum of 254mm (10") of the forestay may be covered.

No battens whatsoever allowed in the jib.

All jibs must be capable of being attached without disconnecting the forestay.

The jib must have a ~~wire~~ **jib luff wire or line** attached to the luff while racing.

The jibe luff may be made of wire or aramid or polyethylene line. The jib **luff** ~~wire~~ must be attached to deck and it cannot be moved while racing.

Proposal died for lack of a presentation of the motion by any Board member present.

6. Motion: add a new sentence:

Entry, Eligibility, and Measurement Restrictions

3.6 At Championships the measurement committee approves the conformity of boats. Thereafter the boat cannot be modified in a manner in which would require re-measurement.

Motion presented by Giorgio Brezich, Pedro Garra seconded. Motion passed with one objection.

7. Motion: Modify Z flag rule adding new section to Rules of Conduct

Starting Systems and Procedures

8.3 Race Committee may display at the first mark, or on the Race Committee boat in case of a general recall, the sail number(s) or bow number(s) of those boats that have infringed the rule.

Motion presented by Cliff Browning, seconded by Giorgio Brezich. Motion passed unanimously.

8. Motion: modify the prescription concerning Course changes

Weather Limitations (Course and Starting)

9.2 If during a race the wind and or wave action increases to the point where a windward-leeward course or leg

of a course would be inadvisable (See Course Selection Diagram), the Race Committee shall display Flag

“T” at ~~the windward~~ **any** mark (per Sailing Instruction 13.3) **the course selection depending on weather conditions passing from W and/or O to T, but also from T to O or W.** ~~indicating two triangular laps when displayed at the end of the first windward leg or one triangular lap if displayed at the end of the second windward leg.~~

Motion presented by Barb Evans, seconded by Cliff Browning. Motion tabled on a motion by Cliff Browning in order to determine more specific language for changes allowed for courses when the wind decreases.

9. Deed of Gift – all Junior trophies

Vieri Lasinio Di Castelvero – Junior World Championship

Junior European Championship

Chuck Loomis Trophy – North American Championship

South American Junior Championship

Any other junior national Deeds of Gift

Motion: adopt universal weather limitations

Motion presented by Cliff Browning. Seconded by Giorgio Brezich. Motion passed unanimously.

10. Deed of Gift – all Master Events

World Masters Championship
European Masters Championship
Any National Master Events

Motion: adopt universal weather limitations

Races shall not be run in sustained winds exceeding 15 knots.

Motion proposed by Cliff Browning, seconded by Barb Evans. Motion passed unanimously.

11. Deed of Gift – all Master Events

World Masters Championship
European Masters Championship
Any National Master Events

Motion: allow a drop race upon completion of 5 races

Motion presented by Cliff Browning, seconded by Barb Evans. Motion passed unanimously.

12. Deed of Gift – Hub E Isaacks Trophy

World Championship

Motion: include 4 entries: 2 for South American and 2 for North American champions and vice champions.

Proposed died for lack of a presentation of the motion by any Board member present.

13. Deed of Gift – Hub E Isaacks Trophy

World Championship

Motion: Include an additional entry for eachboat in the top 5 positions in the last World Championship. These additional entries will belong to the country and not to the skipper.

Proposed died for lack of a presentation of the motion by any Board member present.

K. Meeting was adjourned at 2:30pm