

Boat Registration Subcommittee: April 15, 2025 Minutes

Meeting Attendees:

| Name |
|----------------|
| Jodi Colasurdo |
| Lauren Bianchi |
| Michael Lynch |
| Mike Colasurdo |
| Suzie Palazzo |

This meeting was called to order on Tuesday, April 15, 2025 at 7:07 pm in the Trophy Room at the WML Clubhouse.

The intention of this meeting was to review the 2025 Boat Bingo process and identify any improvements. We committed to a 2-year trial.

Year 1 was positive. A couple of residents complained that they didn't get their first pick or the process took too long. Overall, a very successful event. 3 people did not get a spot on that day. Two were able to be accommodated. Lake is looking to see if they can make space for the third. There were 4 M spots that were used as pontoon for the past 2 years. These will be permanently converted to Pontoon spots.

Boat Bingo Day Improvements

1. Pre-registration
 - a. Paperwork deadlines are defined and cannot be extended.
 - b. Office to provide a receipt with paperwork. The receipt will include the WML stamp.
 - c. Land Spots: will pre-register paperwork. If the office finds they have too many forms to enter into the spreadsheet, they will reach out for help.
2. Registration/ Check-in
 - a. Do not register/ check-in prior to time slots for that boat type OR have different labeled baskets to put your ball in once you register, then the balls will be put into the cage by boat type.
 - b. Drawing can begin early if all residents that pre-registered have checked-in.
 - c. Laptop/ Equipment needed:
 - i. Two laptops are needed at registration check-in and the list saved on Sharepoint.
 - ii. One laptop is needed to project the list live
 - iii. One laptop is needed to project the live map.
 - d. Land Spots: check if they received a dock spot earlier in the day at check-in.
 - e. Reduce times:
 - i. Motor, Sail, Row: Registration 9-9:30, drawing at 9:30.
 - ii. Pontoon: Registration 9:45 am-10:30am, drawing at 10:30.
 - iii. Land: Registration 1-2:30 pm, drawing at 2:30 pm.
3. Drawing

- a. Call numbers louder and faster, but watch the line for spot selection/ office table to make sure it isn't too long.
 - b. Get a smaller cage for smaller drawings and add tennis balls to larger cage.
- 4. Other
 - a. Finalized Boat Chart is needed one month in advance of the drawing. Even if there are no changes, written confirmation needs to be sent to the office that the Boat Chart is ready to be printed.
 - b. Add photocopies of the Boat Chart to each table so residents can pick their spots prior to their ball being drawn.
 - c. Tags only-get the following week.
 - d. If weather is nice, open the ballroom doors and use the deck.
 - e. How soon after Bingo can we convert spots if we need to?
 - f. Move Office table to non-lakeside ballroom near storage closet.
 - g. Move food and beverages to non-lakeside ballroom near windows.
 - h. Spot conversion should be done immediately after Boat Bingo (if someone chooses not to participate, it shouldn't impact the people on the waitlist)

2nd Spot Day **Do we need to offer Bingo for 2nd Spots?**

1. Registration was open between 9AM and 9:25 AM. Residents registered in the office and received a Bingo Ball. After registration, they waited in the lobby or Board Room upstairs. **Note: It only took about 15 minutes to register around 20 people.**
2. Slip was marked by staff with the Ball number and resident put their ball in the basket. **Improvement: Add Residents name to the slip as well as the ball number and staff to initial.**
3. Numbers were called at 9:30AM.
4. Winner returns ball to staff and enters office to select spot and finish process. Max 3 residents in the office at a time. Note: **Total time from Drawing to completion: approximately ½ hour.**

The meeting was officially adjourned at 8:19 p.m.

Minutes written by Lauren Bianchi (Chair)