

**From:** [Andy Potter](#)  
**To:** [Amy E. Molitor](#)  
**Subject:** Re: Hello!  
**Date:** Tuesday, March 24, 2026 12:48:15 PM

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Dear Ms. Molitor,

Thank you for your letter regarding the recent demerit points assessed to the Appleton Yacht Club.

We take this matter very seriously and have implemented several immediate and ongoing corrective actions to ensure full compliance moving forward and to prevent any recurrence of this type of violation.

Since the incident, we have:

- Reinforced strict ID verification procedures with all staff, including mandatory ID checks for all patrons appearing under the age of 40
- Conducted a full staff meeting to review alcohol service laws, expectations, and accountability standards
- Implemented additional internal policies requiring management oversight and support during high-volume service periods
- Reiterated that no exceptions will be made under any circumstances when verifying age
- Increased management presence and supervision during operating hours
- Begun exploring implementation of a digital clock/signage system behind the bar to provide staff with a clear, automatic reference for legal age verification

We are committed to operating responsibly and maintaining a safe, compliant environment for our members and guests. We appreciate the opportunity to address this matter and will continue to uphold the standards expected of licensed establishments within the City of Appleton.

Please let us know if there is any additional information you would like us to provide in advance of the upcoming Safety and Licensing Committee meeting.

Thank you for your time and flexibility in providing this option.

Sincerely,  
Ashleigh Mann  
Club Steward  
Appleton Yacht Club