

HIGH BAR HARBOR YACHT CLUB CONDOMINIUM ASSOCIATION, INC.
BOARD OF TRUSTEES MEETING
August 28, 2005

Board members present:

Hugh Gray
Rich Ericsson
Roy Rapp

Pete Hoeltje – Marina Manager

Meeting convened at 10:15 AM

Discussion Items:

- Marina and Grounds
 - Maintenance of the bathrooms was noted as a possible issue. Pete took an action to ensure that they were properly maintained
 - Swimming in Marina – It was noted that swimming in the marina is not permitted by the club rules and regulations. There could be a liability issue. A note quoting the rule should be sent to the members as part of the normal communication channels.
 - Pete was instructed to ensure that the pool area was locked after pool hours.
- Personnel
 - Monica has indicated that she would be terminating her employment in 2 weeks. She indicated that she would continue to support the marina bookkeeping until a replacement could be found. Hugh is to call the Accountant regarding local assets to do the bookkeeping. Pete to talk to Monica regarding the level of support we can expect during the transition.
- Committees
 - Finance Committee – Members are Hugh Gray, Ed Meline, Bob Campbell, and David Lees. A question of whether Pete should be a member was posed, and it was agreed he should be. The committee is currently working on a draft budget to present to the board. David Lees agreed to prepare a draft Investment Policy for the Club capital funds as we need to maximize the return on these funds. This will be presented to the Board for approval. The minutes of the Finance committee meeting of 08/13/05 were distributed to the board members. Comments were solicited. The finance committee (Ed Meline) will investigate the Waste Management contract and determine if any savings can be attained. We do, however, need to ensure that only a single point of contact is maintained to avoid confusion regarding the pickup schedules. This contact will be coordinated with Pete. Bob Campbell will analyze the Workman's Comp contract and determine if a cost savings can be realized here as well.
 - Communications committee – No discussion.

- General discussion –
 - Rental rates – Due to the number of unrented slips this season, it was decided that the rates should remain the same. Monica will send out the agreements.
 - Advertising of the club – Pete is to investigate getting the Marina represented on websites or publications where possible and cost effective. There are some free or relatively inexpensive items that can help advertise our club to the transient boating community.
 - Rules and regulations – The need to review and update the rules and regulations was discussed. It was decided that this would be a fall project.
- **The meeting was adjourned at 11:30 AM**
- **Next board meeting scheduled 10:00 AM October 2, 2005**