

HIGH BAR HARBOR YACHT CLUB CONDOMINIUM ASSOCIATION, INC.
MINUTES OF BOARD OF TRUSTEES MEETING
Saturday, February 11, 2006

Board Members Present:

Hugh Gray
Rich Ericsson
Roy Rapp (by phone)
Sam Alloway
Mike Drago

Other Attendees:

Pete Hoeltje -- Marina Manager

Meeting convened at 10:00 AM.

Discussion Items:

- Financial
 - Accounts receivable issue – The process put in place at the January meeting appears to be working. Monica will prepare an aging report for all delinquent accounts to be reviewed at each Board meeting.
 - Cable bills – It appears that we are overpaying the cable bill. Pete will continue investigation. It is still desired that there be a bulk cable agreement.
 - Slip rentals are going very well and are well ahead of last year.
- Marina and Grounds.
 - Clubhouse renovations – The clubhouse interior has been painted, and the floors are refinished..
 - Pete is to update his to-do/done list and post on the website. This will be done monthly.
 - Parking lot lights – Mike Drago is still working on a prototype light upgrade.
 - Pilings – Pete will get estimates for the broken pilings and coordinate with Buterick regarding installation., and will continue to look into the cost of renting or buying a banding machine to use on split pilings. Due to the storm damage issue, this is on hold.
 - Storm damage. Pete is to initiate communications with our insurance company ASAP and investigate the availability of parts with Technomarine. Pete will communicate progress frequently with the Board.
 - Pete is to prepare a tool list so that we can obtain a proper set of tools for Maintenance purposes, especially in light of the storm damage.
 - Trash – We are still researching ways to cut costs of trash pickup. Pete is to contact Waste Management, and Ed Meline is obtaining references for an alternate vendor.
- Personnel – Not discussed

- Committees
 - House and Grounds Committee –The committee representative, Rich Ericsson is coordinating its recommendations with Pete for scheduling purposes. The committee will meet prior to the Owners Meeting
 - Communications Committee – No discussion
 - Finance Committee – Will prepare an investment plan for investment of Capital funds. Hugh will transfer this quarter’s funds to an investment account ASAP.
 - By-law Committee – The board approved the formation of a by-law committee. Rich Ericsson will serve as chair. The members of the Ad Hoc committee, Ed Meline, Bruce Shulan, and Pat Dalton will be asked to participate as committee members. A charter needs to be drafted. At least the following will be addressed:
 - Rich Ericsson to take lead and draft letter to owners
 - Election Process
 - Budgeting process
 - Recommendations should be in place by the end of April
- General Discussion
 - Elections will be held at the March Owners Meeting using the weighted approach to counting as per the bylaws.
 - Review and update Rules and Regulations after by-law changes finalized. New or updated rules should be in place by the beginning of the season.
 - All owners are again reminded to make use of the suggestion boxes posted on the premises. They are checked regularly and do not appear to be frequently used. It is a valuable means of communication with club staff.
 - A standard set of reports will be prepared for each monthly Board meeting. They will include an accounts receivable aging report, an updated P&L spreadsheet representing the previous month’s activities, and any thing else requested by the Board.

The meeting was adjourned at 12:10 PM.

Next Board meeting scheduled for the weekend following the Owners Meeting.

The Winter Owners Meeting will be held 4 March 2006. Details will be provided prior to the meeting