



High Bar Harbor Yacht Club Board Meeting Minutes
Date Sunday 6-16-07

Trustees: Hugh Gray - Absent
Rich Ericson – Present
Ed Meline - Present
Mark Miller - Present
Jay Keough - Present

The Meeting was called to order at the Club house at 9:10am

Planned Agenda:

Agenda: Board of Trustee's Meeting on 6/16/07

9AM- Executive Session-Staffing

9:30- Review of Outstanding Action Items Report

10:00 - Committee Reports (mostly covered in Outstanding Actions Session)

10:15- Personnel Committee-Present/Discuss Draft of Job Descriptions/Manual

10:35- Rules and Regulations-discussion to identify potential changes and process for implementation

11:00-Security

11:30 - New Business

I. Review of the Outstanding Action items.

A. Social Committee – Met in May to discuss four (4) events for the season. The Committee has found several vendors on LBI to assist and is looking for guidance on determining the price point that Owners will pay. The next event will be a BYOB cocktail party. The Committee is also looking for more volunteers The Board approval providing out coffee on the weekends. the Committee would like to replace the ping pong table Colman Roach (G3) volunteered to will come up with recommendations and report back to the Board.



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B. Billing of twelve slips whose electric meters failed. Ed owns this task and will work with Stacy to inform the Owners. Ed will have this done in two weeks.

C. Building and Grounds Committee – staffed

D. Policy and Procedures Manual. A MOTION was MADE, SECONDED and APPROVED to accept the Manual “as is.

E. Dredging Permits-Score Depalma , an Engineering firm will file permits for dredging work within the Marina. They are asking for depth soundings and overall survey of the property. Rich is working with Stacy to provide the necessary data. They will then provide an estimate for filing a permit for dredging. The Docks and Bulkheads Committee will be providing a sounding report for the entire marina. The goal is to get a new five year permit and have a plan and a survey that shows where the work is required. Additionally the Committee will be providing a preventive maintenance schedule for the docks to Mark H.

F. Docks and Bulkheads Committee report: Looking at piling hoops and the corrosion, power pedestals, dock and finger pier connections, raised screws and decking's and floats on piers. Will start a policy of inspecting finger piers. At high tide ramps on the bridge are in the air and a fix is required.

G. Finances – Our current CPA Firm will no longer do tax returns for non-profit organizations. Ed is working with another possible firm, but no contracts have been signed as of yet. There are a few outstanding financial issues, but they don't seem to warrant a full third party audit. Ed will report next Meeting.

H. Technology Committee –Mark will work with the Communications Committee to staff this new group, which will probably be part of the Communications Committee..

I. Communications Committee will put together a quarterly news letter. Mark M. to work with the Committee to get this started.

J. Research on the safety equipment needed on the docks. Mark H. to investigate.

K. Review of the sign verbiage needs to be discussed at a latter time.

L. Last meeting we discussed putting up letters within the Marina locations to identify the fairways and docks. Ed proposed installing these to make it easier for transients and guests to locate slips.. The subject was discussed and the consensus of the Board was not to put up such markings.



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M. Technomarine's report summary has been summarized and will be posted on the hbhyc.com

N. Mark H. has received the new office Computer previously approved for his office.

O. Bridge stability has been validated by Docks and Bulkheads Committee.

P. Mark H. has looked into hiring a diver to help clean the undergrowth on the floats. The Docks and Bulkheads Committee will be inspecting the wave attenuation system prior to the end of July.

Q. Communications Committee – Will continue to work on expanding the wireless coverage within the Marina.

R. Electric surcharge (\$15/quarter) will be rolled into the 4th quarter Condo Fee. The calculation for this charge will be such that the \$10,500 revenue that has been collected in the past will remain constant.

S. Mark H. has called the locksmith to install a combination lock on the outside door on the first floor. It will be installed next week.

T. Mark H. sent the police report on the stolen portable pump out system to the insurance company. We have purchased a new system. Additionally, the fish scale is reported missing and a report will be filed.

U. Personnel Committee – Policy and Procedures Manual has been approved. Job Descriptions have been drafted, and Mark H. will review and edit them prior to a vote by the Board. Mark H to report back by the next Meeting..

V. Rules and Regulations – The By-laws require that the Owners must vote on any changes. The Board will prepare the suggestions and send them out to the Owners for a vote at the August Owners' meeting.

W. Security – The Club now has night coverage with the hiring of summer dock hands. There is someone on duty until 9pm during the week and 12am on the weekends. Discussions took place on installing cameras within the Marina and the possible use of parking permits for Owners and Tenants. No decisions made at this time. . Dave Hall & John Burger have volunteered to work with the Board to get some quotes on camera services.



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X. Low voltage lighting – Mark H. has an estimate for the lights and our Staff would do the installations. Mark H. given approval by the Board to spend \$1200.00 on lighting

Y. Cable TV – At present we have 28 people signed up for cable and five (5) slips who have connected without signing up. As per the approved policy, the Owners hooking up cable without signing up will be billed the full \$200 for the season

Z. Pool Badges – Mark H. to hand out badges.

II New Business

A. Elections – At the August Owners’ Meeting, we will have four (4) Trustee Positions open. A “Meet the Candidates” Meeting will be held on July 21. Candidates wishing to run for a Trustee position must declare by July 14th. The Elections will take place on August 18 at the Clubhouse. Ed to have a flyer sent out to all Owners informing of this process and the dates.

B. Request on renting the Club House building – The policy is not to allow the Clubhouse to be rented until after Oct 1.

C. Skateboarding – There is renewed concern about skateboarders on the Club grounds. Mark H. to put up additional signs indicating that is not allowed on the docks and grounds.

D. The Board was asked if there had been a decision to not allow Owners to bid or do work as a vendor for the HBHYC. The Board stated that this was not true and that any Owner could bid on HBHYC projects.

Motion to adjourn the meeting ...seconded and passed 11:50.