



High Bar Harbor Yacht Club Board Meeting Minutes  
Date Sunday 7-20-07

**Trustees: Hugh Gray – On the Phone**  
**Rich Ericson – Present**  
**Ed Meline - Present**  
**Mark Miller - Present**  
**Jay Keough - Present**

**The Meeting was called to order at the Club house at 8:00 pm**

**Planned Agenda:**

---

---

**Agenda: Board of Trustee's Meeting on July 20, 2007-8PM**

**8PM-meeting with Bob Miller, Owner, to address dispute resolution**

**8:20-Review of Outstanding Action Items Report**

**8:45-Additional Committee Reports (mostly covered in Outstanding Actions Session)**

**8:55-Financial Report**

**9:10-Emergency Contact Forms/Insurance Certificates-status and actions required**

**9:15-Update on re-siding project/plan**

**Reading of request from Charles Formoso re details of Clubhouse renovation  
Project**

**9:30-Cable orders/action**

**9:40-New Business**

---

---

Meeting called to order at 8:03pm

I. Discussion with Bob Miller – Bob requested that we move this to an Executive Session at the end of the Meeting.



High Bar Harbor Yacht Club Board Meeting Minutes  
Date Sunday 7-20-07

II. Outstanding Actions:

- A. Mark H. to talk with Polly Gable regarding the use of her slip during the winter season. Mark H. has worked it out with the Owner.
- B. Waste Oil Tank – Mark H. has had the tank removed
- C. Social Committee Report – Next event is a BYOB cocktail party next Saturday night at \$10.00 per person. On August 18<sup>th</sup>), there will be a Seafood event. The outdoor Ping Pong table is estimated at \$1200.00. It was suggested to ask owners to contribute. No decision made. Horse Shoe pit was approved and its construction/location will be coordinated by Mark H. Marine Max has offered to provide a cocktail party at our Club at Marine Max's expense. MOTION MADE, SECONDED and discussed to approve this offer from Marine Max to hold a social event. The MOTION PASSED unanimously and Mark H. will inform Marine Max.
- D. Billing of slips whose electric meters failed. In 2006 - Ed indicated that the 12 slips involved had no electric billing in 2005 and, thus, there was no meaningful basis for an estimated billing.
- E. Docks and Bulkheads Committee – Have identified a boat and the equipment to provide soundings throughout the marina
- F. Docks and Bulkheads Committee – Developed a preventive inspection and maintenance program for the docks, finger piers and piling hoops. Wave attenuation system needs to be inspected prior to the fall.
- G. Finances – Ed Meline reported – We need a new CPA firm to do our year-end Tax returns since our old firm no longer does not-for-profit companies. Ed has found one firm and has provided the Board with information on rates and ability. Ed MADE a MOTION that this firm be hired. The MOTION was SECONDED and discussed. The MOTION was TABLED until we can verify the nature of the annual audit required by the By-Laws.
- H. Finance – A year- to -date performance review comparing 2007 actuals. to 2006 and budget was provided by Ed. He will do an analysis and provide a write up to explain variances from the budget for issuance at the end of the third quarter.
- I. Technology Committee – Dave H. and Mark M currently working on the wireless LAN and the Web Page.
- J. Safety Report – Mark H. has researched this and found no applicable OSHA guidelines. Issue tabled until the next Board Meeting.
- K. Signage verbiage – Mark H. to review the signs in place and recommend where the language should be changed.
- L. The need for a rule to force the recycling of paper, plastic, and glass was discussed. Mark H. to speak with Waste Management on how they recycle.
- M. Personnel Committee – The Board had previously approved the implementation of the Personnel Policy and Procedures Manual. Ed will provide Mark H. with the Drafts of the Job descriptions developed by the Personnel Committee, so Mark can provide his input.
- N. Rules and Regulations – The By-laws state that the Owners must vote on all changes to the Rules and Regulations. Ed and Jay to discuss and distribute to Owners for input and eventual voting similar to the process used for the By-Law changes recently voted on by the Owners.



High Bar Harbor Yacht Club Board Meeting Minutes  
Date Sunday 7-20-07

- O. Security – Dave Hall and John Burger to look into camera services
- P. Low Voltage lighting – The work will start next week.
- Q. Cable TV – Currently we have 39 signed and five (5) slips who have connected without requesting service. MOTION was MADE, SECONDED and PASSED to charge such users the full \$200.00. The 39 slips that signed up for service will pay an amount to equal a total income for cable of \$6400, as previously announced.

III. Emergency Contact forms – The Office has requested information from the Owners and Tenants. Stacey will continue to contact those Owners who have not yet complied. Penalties for not providing the data, especially the Insurance certificate with HBHYC as additional insured were discussed, but no decision was made at this time.

IV. Building and Grounds Committee – Mark Miller, who is heading up this project, provided an update on the siding project. A letter from C. Formoso was read into the Minutes. The letter requested that the Board document the details and specs for this project, an action that the Board intended to implement, prior to the project being approved. The letter is attached. The Board will provide appropriate details when adequate bids are received.

V. New Business – Deliveries are being made to the Marina and personal items are being stored on Association property. The Staff will continue to accept and assist in the deliveries of personal items. Advance notice will be required and the Owner /Tenant will have to sign a hold-harmless document prior to delivery. Mark H. was given the authority to refuse delivery, if, in his opinion, the item was too large for the Staff to handle or store safely. A policy and procedure will be developed and issued to the Owners. Stacey will send an Email to the Owners informing them of the need for advance notice of any deliveries.

The Board voted unanimously to disallow any personal property to be stored in the sheds or any storage areas of the HBHYC.

VI. Approval was given to Mark H. to purchase an emergency water pump system, a replacement for the stolen fish scale, and the materials for the aforementioned horseshoe pit.

VII. The Board went into an Executive Session to discuss Bob Miller's grievance.

The Meeting was adjourned at 10:37PM.

**Charles A. Formoso**  
**PO Box 900**  
**Barnegat Light, New Jersey 08006**

Board of Trustees  
High Bar Harbor Yacht Club  
35 Sunset Boulevard  
Barnegat Light, New Jersey 08008

July 5, 2007

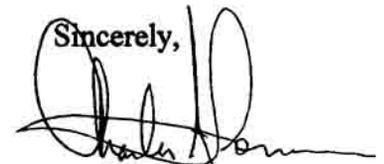
Dear Trustees:

I request that the board make available to all members the details of the +/- \$200,000 clubhouse renovation project. Details to include:

- Scope of project
- Plans and specifications (drawn by an engineer or architect)
- Bidding procedures
- Qualification of contractors
- Performance bond requirements
- Timetable for this project
- Financing:
  - Will existing monies in the various capital accounts be used for this project? If so, how will these monies be replaced?
  - Will we have to borrow to finance this project?
  - Will the project directly or indirectly impact our maintenance charge, assessments, etc? If so, by what projected amount?

Many other members also have expressed concern regarding this building project. Because of this widespread interest, I respectfully, request that this letter be read aloud at the next board meeting and be included in the minutes of that meeting.

Sincerely,



Charles A. Formoso  
F1, F6