



High Bar Harbor Yacht Club
Board Meeting Minutes
Sunday, September 9, 2007

Trustees: Fran Dalton – Present
Jim Frank – Present
Phil Hiller – Present
Matt Kulinski – Present
Ed Meline – Present

The meeting was called to order at the clubhouse at 2:00 pm

Planned Agenda:

1PM-executive Session-elect Officers and Chairpersons of Committees

2PM-Review of Outstanding Action Items

New Business

I. Executive Session-The Trustees determined the Offices they will hold as follows:

Matt Kulinski – President

Jim Frank – Vice President

Ed Meline – Treasurer

Stacy Bernstein – will act as recording Secretary

- The Trustees will be on HBHYC Committees as follows:

Buildings/Grounds – Phil Hiller/Fran Dalton

Communications – Matt Kulinski

Docks/Bulkheads – Matt Kulinski/Jim Frank

Finance – Ed Meline

Personnel – Ed Meline

Social – Fran Dalton

All current members on Committees will be contacted to determine continuing interest.

II. 10 AM-Meeting opened to Owners with Review of Outstanding Action Items:

A. Social Committee – Scheduled events for the summer 2007 were well received by owners and tenants. Fran Dalton (I-08/I-25) to review with Megan Keough (I-13) and Dale Pilchman (H-05) suggestions and schedule for Summer 2008. It was generally agreed that the Cocktail Parties had a good turnout and should be continued next



High Bar Harbor Yacht Club
Board Meeting Minutes
Sunday, September 9, 2007

summer. The Fishing Tournament for Charity that Mark Finelli (C-09) had this summer was successful. HBHYC possibly to have our own Fishing Tournament for Charity with the proceeds to go to local charities or Barnegat Light Fire and First Aid.

B. Owner's Winter Meeting – a survey of the owner's will be made to determine interest/timing for such a Meeting.

C. Docks and Bulkheads – we have a boat to implement soundings throughout the marina.

D. Docks and Bulkheads – Dredging Permits were brought up by Rich Ericsson (I-08/I-25). Our permit expired October 2006 and they are only good for five (5) years. We need to find a Marina Civil Engineer. Rich has been in contact with Bob Curley from Shore-DePalma regarding a proposal. Rich volunteered to follow-up and keep Committee members up-to-date with status. We will need a survey of the marina and depth. Rich also advised that dredging is not permitted between January to April. Pat English (C-12) asked what the concerns for HBHYC are. As per Rich – the fairway, some t-heads, slip A-01 which is against the bulkhead and some Owners have inquired about dredging and having pilings installed.

E. Docks and Bulkheads – Jay Keough (I-13) was to develop a Preventative Maintenance program for the docks, finger piers and piling hoops. Stacy to e-mail the new Board of Trustees the report from TechnoMarine.

F. Finance – Ed Meline (K-06) advised that we will have to hire a new CPA firm, since the previous one will no longer service non-profits. Ed to follow-up with a proposed CPA firm regarding the verbiage of the HBHYC By-Laws for annual audits, and get back to the Board. Pat English said it may have not been followed in previous years due to cost and was not sure of the By-Laws.

The prior Board had already decided that the HBHYC should have a Lawyer who handles Condo Associations available to review our By-Laws and miscellaneous requirements as they arise. Ed said that such an attorney would be able to file/record the By-Law changes that were approved by the Owners earlier this year. It was agreed by the Board of Trustees and Owners present not to have any Owners who are attorneys be involved due to potential conflicts of interest. Pat English had given a list of potential attorneys to the



High Bar Harbor Yacht Club
Board Meeting Minutes
Sunday, September 9, 2007

Board earlier this year. Matt Kulinski said he will make some calls on Monday to local attorneys.

F. Finance – Ed to complete a Treasurer’s Report for the first nine (9) months performance including an investment analysis, details of our Capital Budget and P&L for 2007 vs. budget at the October Board Meeting.

G. Technology – As per Mark Miller, due to elections, no work was completed in this area. Mark Miller and Dave Hall (B-12) to continue on this Committee and work on the wireless LAN and webpage. It was suggested that the router and modem be moved out of Stacy’s Office into Mark Hazley’s office for easy access at all times. Mark Hazley to discuss with electrician. General discussion about Verizon DSL connections. No matter what location on Long Beach Island there are times that rebooting is required. Stacy Bernstein (Office Manager) advised that many businesses and home owners in Barnegat Light and the north end of LBI do have a problem with Verizon DSL. Matt Kulinski commented that his office (located at the South end of LBI) has issues as well. ****UPDATE**** Tryg Dahl (A-09) arrived late due to working on the Wireless LAN. It is up and running with wireless throughout the Marina. He used his laptop and walked around the docks to confirm signals with much success.

H. Safety Report – Mark Hazley has reviewed the OSHA guidelines. It was agreed to replace existing wooden ladders with metal ones. Put on Agenda for next Meeting to see the product (spring-load ladder). Alex Millerand (G-10) suggested the ladder by the north dock/swim area be cleaned due to barnacles to prevent cuts. Mark Miller suggested that the HBHYC have a defibrillator. All agreed that we should have safety equipment around the Marina. Mark Hazley advised that there are First Aid kits in the Office and pool house. on-site. Bob Bonica (I-15) will get a price for a defibrillator and have a manufacturer representative available to be on-site for demonstration. Phil Hiller (A-04) suggested we have a course in the Clubhouse for Owner’s and Staff.

I. Signage Verbiage – Numerous Owners have commented that some of the signs are not “friendly”. Keep it simple/uniform – Private Property -Owners/Tenants only – No Swimming in Marina. Mark Hazley to develop.

J. Recycle – Mark Hazley advised that Waste Management accepts Cardboard, Paper, Plastic, Glass in the same container. No need to separate.



High Bar Harbor Yacht Club
Board Meeting Minutes
Sunday, September 9, 2007

K. Personnel Committee – Ed will update the job descriptions for current staffing and give to Mark Hazley and the Personnel Committee for input/review prior to issuance to the Board for final approval. Pat English would like to have a Personnel Committee meeting next month.

L. Rules and Regulations – Ed indicated that the By-laws require that the Owners must vote on all changes to the Rules and Regulations. Any Owner can request a change. We should use the same process as we did for the By-Law changes. Ed and Jay Keough did not have time to review them for presentment to the Board prior to issuance to the Owners. Some changes to be considered involve lifts (i.e.: pressure on finger piers) and houseboats. Fran Dalton volunteered to review the current list and send it to the Board for review.

M. Security – It was agreed to have outside firms provide bids. Mark Hazley to handle.

N. Low Voltage lighting – was completed as per Mark Hazley.

O. Cable TV will be invoiced with the 4th Quarter billing in September.

P. Emergency Contact Forms – Stacy still receiving information from Owners/Tenants. Will continue to update the list and contact anyone who has not provided the information, especially the insurance certificates with HBHYC as additional insured.

Q. Buildings/Ground Committee – Per the prior Board Meeting, Owners would like to review the bids and be a part of the decision on the siding project. Mark Miller updated those present. The average cost in the bids was recalled to be \$220,000-\$280,000 for Hardy board siding, windows, decks and stairs. Mark got another bid at \$173,000 for vinyl siding, which may be an alternative solution. A discussion of cost and maintenance issues ensued. Frank Dalton suggested Brian Roddy (ex-Project Manager) be invited to return and address the Trustees and Owners to detail each area of the Clubhouse that needs to be repaired: soffit, windows, doors including the difference of Hardy Board vs. Vinyl. All agreed that the Owners need to be educated about the key issues and the potential consequences of further delaying this project. Stacy to send copies to Phil Hiller to review all contractors' bids this week.



High Bar Harbor Yacht Club
Board Meeting Minutes
Sunday, September 9, 2007

III. New Business:

A. Deliveries to HBHYC for Owners' personal items. Owners to contact Stacy/Mark via phone or e-mail regarding any future deliveries. Owners to include method of shipment (FedEx/UPS), date of arrival and Owner's name on shipment label. Mark Hazley will continue to use his judgment when it comes to over-sized packages. Board agreed to have a "Hold-Harmless" document for all Owners. Pat English said he will provide such an agreement..

B. Water Pump System was purchased as per Mark Hazley. The fish scale replacement and materials for horseshoe pit are on the "To Do" list.

C. Pool – Scheduled to be closed for the season on Monday, October 1, 2007 as per Mark Hazley.

D. Work schedules for Mark Hazley and Raul Del Toro will be changing as of 9/16/07. Off on Sunday/Monday and work Tuesday to Saturday. There will be no Staff at the HBHYC on Sunday's. Mark will be on call for emergencies. Stacy will continue to work Monday to Friday. Notice will be sent out to all Owners and be posted on the Office doors/bulletin boards

E. Hot Water Heater – Mark Hazley to get estimates. He would like to be proactive prior to it failing. Phil Hiller said he would inspect

F. Winter projects – Mark discussed the schedule for the ramps, gangways and finger piers. Would like to pre-order materials. It was discussed and agreed upon to follow the report from TechnoMarine. Stacy to e-mail the Techno Marine report to the new Trustees. Jay Keough may have a maintenance schedule for which piers are to be taken out this winter. Mark Hazley would like to purchase new bike racks. This will be addressed at the next Board Meeting. Discussion of moving the fish table to eliminate the smell and blood/water from the south side. Creation of a drain might be a solution but it depends on EPA regulations

G. Parking lot lights – Mark has received two (2) bids, one for \$19,000 vs. an older one at \$35,000 to replace existing globe lights with shoe-box style lights to decrease the spread of the lights which adversely affects Slips and surrounding neighbors.



High Bar Harbor Yacht Club
Board Meeting Minutes
Sunday, September 9, 2007

Questions arose concerning the replacement or refurbishment of the pedestal. Current estimates are for replacement; however, Mark will get estimates to refurbish. There was also discussion about how many lights are really needed and are they on timers. As per Mark, they are on timers to go off at 2 a.m. It was suggested each area be on a different timer, so the lights go off at different times and, perhaps, resolve some of the complaints.

H. Rich Ericsson raised an issue regarding a rumor he has heard about the portable pump-out system (estimated value of \$6500), that had been reported stolen with an appropriate report to the HBHYC Insurance Company. Rich said that he heard that at a meeting of a number of Owners, including prior Trustees, in August at Kubell's, it was stated that prior Trustees had told Pete Hoeltje and Greg Weerheim that they could take whatever parts they wanted from the portable pump-out since it was said to not be working. In response to Rich's advisement, it was noted that approval to give such an expensive piece of capital equipment away was not included in any Minutes of the prior Board. Rich, a prior Trustee at the time, also indicated that he knew of no such Meeting or approval.. Owners had seen the pump-out system on the docks and near the storage area as late as April, 2007 with no visible damage perceived. IN 4/07, Pete and Greg were no longer employees, nor were the prior Board Members on the Board. Rich also said that part of what he had heard was that a report had been made to the HBHYC insurance company that the claim of a pump-out system being stolen was incorrect and fraudulent.

Phil Hiller volunteered to follow up to clarify if the rumor has any basis.

I. The next Board Meeting is tentatively scheduled for Saturday, October 13th. Stacy to send out a survey to Owner's as to which day (Saturday/Sunday) and time (morning, noon, late-afternoon) would be most desirable for monthly Board Meetings

A MOTION was MADE, SECONDED and PASSED to adjourn the Meeting at 3:55 pm.