



High Bar Harbor Yacht Club  
Board Meeting Minutes  
Sunday, January 4<sup>th</sup> 2009

Board Members

Matt Kulinski – Present  
Mark Finelli – Present  
Frances Dalton – Present  
James Frank – Present  
Phillip Hiller – Present

Employees

Mark Hazley – Present  
Stacy Bernstein – Present

Executive Session @ 10:00 am

Board Meeting was called to order @ 11:00 am

**Review of Outstanding Action Items**

- Operations Update (Mark Hazley)
  1. Replacing Amber Power Pedestal Light Face Plates – has been completed. All face plates have been replaced. This will make the electric meter readings quick and easy.
  2. Dock resurfacing – in progress. Currently working on I-dock. Slow due to weather conditions and construction renovation projects.
  3. Wireless – GNS will be here within the next 7 to 14 days.
  4. Channel Markers –
    - Removed two (2) green markers @ the entrance of HBHYC.
    - Cleaned of growth; repainted markers
    - Installed new (solar) lights on top of markers (good for 5-years)
    - Installed new attaching hardware as needed.
  5. Ice Machine – sent out to be refurbished; new pain and decals; to be completed and returned within 6 to 8 weeks.
  6. E-dock water line – re-secured with plastic strapping.
  7. Sublet/Electric Repair to A & B-docks – schedule to be repaired by electrician. The underground junction boxed will be relocated above ground.
  8. Ice Eaters – have been serviced and installed 28 ice eaters.
  9. Building Renovations –
    - Sanded and painted all hand rails & flagpole;
    - Painted TV room, laundry machine area, vending machine area and all lower bathrooms inside and outside;
    - Installed new blinds in offices, TV room, laundry area;



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- Installed vinyl floor in old elevator shaft area (still needs to be trimmed)
  - Giglio Awning was contacted on 12/16/08 to schedule reinstallation of awning one (1) week prior to Memorial Day Weekend.
  - Once we receive a copy of the finalized permit from Long Beach Township, Kretzer will be paid the balance of his invoice.
10. Miscellaneous items
- Dock carts – replaced wheels and axle assemblies on 3 carts
  - Pump-out System – serviced and winterized completed.
  - Dock Water System – winterized completed
  - Dock Ring Buoys – cleaned and stored.
  - Pool Fence Proposal – Kretzer provided a proposal for the same vinyl fencing around the pool, approximately \$16,500.00. We will keep the estimate on file. Will probably schedule repairs to pool area around the time we work on the bulkheads.
- Office Manager Update (Stacy Bernstein)
    1. Owners need to send in their signed Slip Listing Agreement for us to rent their boat slips for the 2009 Season.
    2. As of this date only eight (8) repeat tenants have secured their rentals for next summer.
    3. There are currently 17 boat slips available for rent.
    4. No sales since July 2008.
    5. Late fees for January 2009 will go out for 4Q2008 invoices
    6. As of this date there are two (2) owners and one (1) tenant who have not paid their account. Letters have been sent with no response. Will follow-up with HBHYC attorney Marc Spielberg regarding this matter.
    7. Have signed up for Comcast Triple Play – phone/internet/cable for \$228.90/month. Will be saving approximately \$125/month.
  - Dredging and Bulkhead Permit Update (Matt Kulinski)
    1. We are 95% completed with the application for the permit
    2. Soil samples should be completed in the next few weeks.
    3. State requires 6 soil samples
    4. If the soil samples are clean, as they were 7 years ago, we can move forward with out any further samples.
    5. The permit should be completed by Mid-April 2009
    6. We will be applying for dredging and breakwater construction permits at the same time.



High Bar Harbor Yacht Club  
Board Meeting Minutes  
Sunday, January 4<sup>th</sup> 2009

7. We have preliminary estimates for the breakwater construction. Depending on what the state allows, our estimates range between \$175,000 and \$270,000.
  8. We have an overview of the marina on PDF file with the depth soundings.
  9. The life expectancy of the bulkhead around the perimeter of the marina is between 6-10 years. We do have current estimates for future replacement.
  10. Here are the estimates on 864 ft of Bulkhead
    - TK Marine @ \$224,000
    - GEM Marine @ \$198,000
    - Buterick Bulkhead @ \$270,000
  11. More definitive number to follow in the near future.
- Building and Grounds
    1. Kretzer will not receive his final payment until there is a closed permit from the township and we have a copy for our records.
    2. Kretzer & Sons did a great job with the renovations
    3. Some extras on the last invoices in the amount of \$9,000 (4% over his original estimate) as upgrades.

#### Committee Reports

- Docks and Bulkheads Committee
  1. See Matt Kulinski's update under Dredging and Bulkhead Permit Update
- Buildings and Grounds Committee
  1. See Fran Dalton's update under Building and Grounds Update
- Social Committee (Fran Dalton)
  1. No new business
  2. Would like to recruit members to be active in the Social Committee.
- Technology Committee (Dave Hall)
  1. Upgrading our system to a better wireless system.
  2. Website need maintenance and is dated. Will be revising the website to make it more current with more information and links. (Owners/tenants to submit photos, Catch of the Week, etc)
  3. Research a different host for the website (cost effective)
  4. Install a password to use the wireless. The password will be changed seasonal.
  5. Stacy is in the process of making a brochure for HBHYC.
  6. Discussion about a bulletin board on website
  7. Suggested that the bulletin board be monitored
  8. To use the Bulletin Board – Owners/Tenants will have to submit e-mail address to Stacy who will give you access. Your name & slip # will show up on post.
  9. Only Owners and Summer tenants have access



High Bar Harbor Yacht Club  
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10. Use only for Suggested Topics  
Fishing/Boating/Sailing/Repairs/Maintenance
11. Can be useful and if abused will be shut down @ anytime.
12. Will create a policy "If you break these rules"
13. A MOTION was MADE, SECONDED and PASS to move forward with the Bulletin Board.

**New Business**

- Slip owner, Bob Miller, B-1, has threatened to sue HBHYC. He claims there was a power surge on his dock which might have caused electrical issues on his boat. Mark Hazley had the main breaker @ main distribution panel checked and is working to specifications as per our electrician. At the time of the junction box repair, we will have the electrician inspect boat slip B-01 power pedestal as well. At this point, all connections, breakers and power supply are functioning properly and no deficiencies have been found by HBHYC staff. Bob Miller was advised to submit a claim to his insurance company who will then file a claim with HBHYC's insurance company. Our attorney, Marc Spielberg has sent a letter to the owner regarding this matter.
- The Board was approached this morning by Stacy Bernstein in regards to health insurance. A MOTION was MADE, SECONDED and PASSED for HBHYC to pay ½ of Stacy's monthly premium. Details to be decided on alternatives for the three (3) full-time employees and research brokers for information.
- A MOTION was MADE, SECONDED and PASSED by the Board to give the three (3) full-time employees their 3% raises in January (calendar year) not anniversary date and at that time a performance review will be given.
- Budget 2009 was reviewed. There is an estimate of a \$52,000 surplus that will be taken out of Operating Acct. and put into the Capital Acct. Once the final audited statements are prepared and finalized. For the current 2009 budget, the income from the estimated operating Condominium fees (operating Only) should be reduced by the estimated surplus amount of \$25,000.00. This will give an estimated \$15,000.00 surplus (or cushion) to the 2009 budget. This \$25,000.00 revenue shall be capital assessment money and placed in the capital budget. The effect to owners is to reduce the operating condo fee dues and increase the capital assessment dues so that there is no change to current quarterly dues for 2009. A MOTION was MADE, SECONDED and PASSED to approve this operating budget.
- Finance committee to present a Five year Capital plan at the April scheduled meeting.

Meeting was adjourned @ 12:52 pm

The next scheduled Quarterly Board Meeting is Sunday, April 5th 2009