



High Bar Harbor Yacht Club Condominium Association
Board Meeting ~ Sunday, July 17, 2011

Board Members

Meaghan Cannon	Present
Bruce Shulan	Present
Jim Frank	Present
Dave Hall	Present
Tom Gardner	Present

Treasurer

Ed Meline	Present
-----------	---------

Employees

Mark Hazley	Present
Stacy Bernstein	Present

Executive Session at 9:00 am

The meeting was called to order at 10:00 am

Operations Manager Update – Mark Hazley

- Hanover insurance does not have a rider for dock coverage but can put out on the open market. It can be equal to or exceed where we are now. Docks are currently insured at \$1M. A replacement cost is around \$2-3M to include (electric and plumbing on docks).
- Bruce and Mark to work together to get a high estimate on the dock replacement coverage.
- There is no exclusion on policy for Nor'easter and hurricane. Not covered for tsunami, nuclear attack.
- Sullivan docks gave an estimate of \$35 per square foot for dock coverage.
- Building rider = \$325 increase premium for \$100K of coverage.
- Received three (3) estimates from local builders to replace the building
 1. \$950K (building and deck)
 2. \$850K to \$1M
 3. \$1.3 Million
- Mark will check with insurance company for pool coverage for liability.
- Mark to have our building assessed by insurance company or independent
- We have had no claims submitted to our insurance since 2006
- Waste manager delivered a new dumpster for the south parking lot and gave us power crystals to use in the dumpster to help with the smell.

Office Manager Update – Stacy Bernstein

- The third quarter 2011 condo fee invoices were sent by e-mail on June 23, 2011 with a due date by August 1st. Late fee's will be applicable as of August 5th
- Currently there are two (2) owners who are past due on 2Q2011 condo fee. Late fees are applied and using rental income to pay for condo fees.
- No boats have sold since March 2011
- Currently there are 32 boat slips for sale (24 of which are used for rentals)
- Currently there are 10 slips available for rental or transient use.
- Had some last minute rentals since July 4th weekend until the end of the season
- Stacy stressed that all owners and tenants must provide the office with a copy of vessel insurance policies.
- The Comcast Cable fee for the 2011 season will be approximately \$225.00 per boat slip if we reach the planned 40 slips with cable television. Currently 36 slips have signed up for Comcast Cable.
- Electric, ice, BBQ purchased will be invoiced to owners and tenants prior to the end of the month.



High Bar Harbor Yacht Club Condominium Association
Board Meeting ~ Sunday, July 17, 2011

Capital Budget Review (Ed Meline, Treasurer)

Ed distributed the attached report reflecting the status of our Long Term Capital Replacement Budget – He noted the following highlights:

- The Capital Contribution of the Condo fees was increased in 2010 to \$177,573 per year. As a result of several years of high Operating “profits.”
- We spent \$121,947 for Capital projects in 2010. This was \$110,948 less than budgeted, primarily due to the timing of the balance of the Breakwater project (\$102,029 paid in the first quarter of 2011).
- 2011 is budgeted at \$235,100. The listing of Capital projects last done in December of 2009 is attached. The Board voted to postpone the discussion of the Capital projects until after the upcoming election of a new Board and targeted the submission of capital projects for Owner approval simultaneously with the proposed Operating Budget in the 4th quarter.
- Ed noted that the Capital Fund grows continuously in the upcoming years assuming the indicated “Reserve Expenditures.” Note that \$500,000 has been included as a potential cost for Bulkhead Replacement in 2016.
- Ed commented that historically it has been an objective to reduce the Capital portion of the Condo fees when the Capital fund reached the level of \$1 million, currently estimated to be in 2021.
- Our current Investments were also reviewed. Ed suggested that we invest \$150,000 in CD's of approximately 1 year terms. He received approval from the Board to pursue his current bank for a favorable interest rate. He also requested Owners to advise him if they know of a bank/institution paying interest rates of 1.25% or more.

Comcast Cable

- We have two (2) contracts with Comcast cable.
- Bulk Account for the docks (105/slips) which we pay \$8220 per year. (\$6.35 per slip per month)
- Clubhouse Business Account which we pay \$3K per year
- Sent Comcast cable a notice to terminate the contracts
- We do not have a representative to cover both accounts
- In regards to the Business Account (Clubhouse) they can renegotiate the contract in Sept 2011 for phone/internet/seasonal cable.
- Bulk Account is good through 2015 at the same rate for 105 slips
- Bulk account they will let us out without a penalty however if the contract has to be re-written it will be for 175 slips @ \$11 per slip
- Another option is to have the boat slip owner and/or tenant contact Comcast Cable directly to set up cable service at the boat slip.
- Contacted Direct TV numerous times and have not received a return phone call – will not use their service
- Will send out a three question survey with cable options
- Decision regarding the cable situation will be concluded by the end of Sept 2011

Wireless Internet

- Tom Gardner will be securing the wireless internet to reserve the band for our use only
- Open access is being abused by the public
- Letter will be sent out to all HBHYC members on Sunday, July 24th regarding the wireless security and a password will be obtained from the Office. Please contact Mark/Stacy.

Transient Rental Agreement

- Suggested by Ed Meline to revise the Transient Rental Agreement to incorporate Terms and Conditions currently lacking and state that only charge cards will be accepted for payments. All purchases will be charged against a credit card
- Bruce Shulan to help with the verbiage to include a hold harmless agreement and authorization for credit card Usage.
- A MOTION was made to accept the changes on the Transient Rental Agreement. The MOTION was SECONDED and APPROVED by the Board.



High Bar Harbor Yacht Club Condominium Association
Board Meeting ~ Sunday, July 17, 2011

Owner's Meeting and HBHYC Board of Trustee Election

- Meet the Candidates on Sunday, July 31st @ 9:00 am. Three (3) open seats. Currently have 3 incumbent and 1 other. All candidates to be present
- Election on Sunday, August 7th @ 10:00 am.
- Election proxy to be received no later than 11:00 am on August 7th
- Deed Change to go on ballot submitted from owner
- Letter and ballot will go out the week of July 18th

Social Committee

- Meg Cannon gave the Board a recap of the planned activities.
 - Saturday, July 23rd – Pot Luck Social in the Clubhouse
 - Mercy Home Fishing Tournament – Saturday, August 6th.

Over-sized boats

- As of the October 2010 board meeting the board requested letters from owner's with over-sized boats and grant them amnesty. During the meeting it was discussed and approved to send the owner's a letter with the calculated amount they would have to pay per year due to their boat exceeding the 105% over-hang. The letter is in the process of being drafted and sent out to the owners with their yearly rate.
- Photos were taken of the oversized boats and in the process of being sent to Technomarine with a description of the boat and boat slip size for review.
- Any recommendation from Technomarine regarding the oversized boats will be discussed with owners and taken action.
- Issue was brought up about navigation hazard to other owners/tenants who are adjacent to the oversized boats especially during high winds.

New Business

- Ed Meline recommended we no longer use Petty Cash and go cashless. Mark Hazley and Stacy Bernstein have HBHYC credit card for purchases (supplies), as required. Store accounts will be opened, as appropriate (e.g. Lowe's, Home Depot, TLC, Island Store, etc) . A MOTION was made to go cashless was SECONDED and APPROVED by all present board members.
- Mercadien suggested we adopt the following 3-policies: Whistle Blower; Conflict of Interest: Retention and Destruction. Bruce Shulan to check the policies for verbiage.
- Final Steps to approve the 2010 Taxes by July 31st meeting
- Reminder to all boaters: no speeding in the marina fairways

The meeting was adjourned at 11:15 am

The next meeting is scheduled for Sunday, July 31st ~ Meet the Candidates

Owner's Meeting/Board of Trustee Election on Sunday, August 7th