

High Bar Harbor Yacht Club Condominium Association  
Board Meeting  
Sunday, April 22, 2012

**Board Members**

Jim Frank	present
Tom Gardner	present
Dave Hall	via teleconference
Meaghan Keough	present
Bruce Shulan	via teleconference

**Employees**

Mark Hazley	present
Stacy Bernstein	present

Executive session at 9:30 a.m.

Meeting called to order at 10:00 a.m.

**Operations Manager Update – Mark Hazley**

- K-dock breakwater is completed (58 ft). E-dock breakwater is 90% complete – need new floats and pile guides. Still on budget with an extra expense on E-dock for floats.
- Sent our 50% balance for the new Pump-out units. We are waiting to be shipped and to arrive within 3-weeks. Will take 3-days to install. Upon receipt of new pump-out units Mark to contact Larry at Ellias Environmental Solutions to start paperwork for reimbursement from the state.
- Water and pump-out systems on docks have been de-winterized and operational
- Sold Boston Whaler for \$400.00 and made \$200 profit
- I-dock resurface is completed and H-dock resurface in progress
- Remove and replaced all lower deck white cable and turnbuckles
- Stained lower deck and painted all deck lights
- Painted all electric and pool filter sheds
- Power washed: pool deck, all dock carts and D-dock
- Ordered stones from Reynolds Landscaping to re-stone several areas from breakwater project
- Started and checked all air condition units and are operational
- Insurance quote renewals – have two (2) in-house quotes and waiting for our current carrier to supply a quote. Mark to have all info and e-mail Board Members with report by Friday, April 27<sup>th</sup>.

**Office Manager Update – Stacy Bernstein**

- Boat slip F-14 (35 ft) is pending to close end of April 2012
- Boat slip J-25 (40 ft) is pending to close with the sale of house (1 High Bar Harbor Way)
- Boat slip I-23 (45 ft) closed 3.30.12 and received Capital Contribution
- 28 boat slips are currently active for sale
- 18 boat slips available for rent. 44 boat slips are rented for the summer and 16 boat slips are rented privately by owner
- Owners who rent their boat slips privately please give Stacy the tenant's contact information, credit card info and current boat insurance
- All owners - please forward to Stacy your current boat insurance

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- 2Q2012 Condo Fee was e-mailed on March 15<sup>th</sup> with a due date of May 1<sup>st</sup> and late fee applicable on May 5<sup>th</sup>
- Oversize Boat Fee were included on the 2Q2012 CF invoice for the six (6) owners
- Current AR at \$4,413.79
- Collected past due AR from 19 of the 22 owners. Dave Hall to call these three (3) owners
- Reminder – any member that wants cable must come to the office and pick up an adapter and will be charges a \$50 deposit fee that will be credited to your account after the season is over and adapter box is returned.
- Sunday, May 27<sup>th</sup> will be the Welcome to Summer Breakfast
- Saturday, August 4<sup>th</sup> will be the Mercy Home Charity Fluke Tournament

**Summer Staffing and Salary Levels**

- Hourly rates for seasonal 2012 dock hands was discussed. A **MOTION** was **MADE** to accept the summer 2012 salary and staffing presented by Mark Hazley was **SECONDED** and **PASSED** (Board 5 to 0).

**Schedule Summer Meeting Dates**

- Board Meetings are scheduled for the following dates: June 3<sup>rd</sup>, July 1<sup>st</sup>, July 29<sup>th</sup> Meet the Candidates (two seats for 2012-2014 term) and August 12<sup>th</sup> Owner's Meeting/Election
- Will send out a separate e-mail to owners just for HBHYC meetings

**New Business**

- HBHYC Board purchased a speaker phone system that will enable Owners to call in to hear and participate in Board meetings. The Board is currently working on a procedure and iron out some kinks.
- Tom Gardner to check with the conference call service for the capacity and moderator features
- Once system has been set- up a reminder will be sent to owners on the morning of the meeting via e-mail with a password to access the meeting.
- Board Meeting Minutes from November 2011, December 2011 and February 2012 will be e-mailed to all owners on April 22<sup>nd</sup>.

Meeting adjourned at 10:45 a.m.

**Next Schedule Board Meeting is Sunday, June 3<sup>rd</sup>**