

High Bar Harbor Yacht Club Condominium Association  
Board Meeting Minutes  
Sunday, February 16, 2014

Board Members

Dave Hall	Present
Alex Millerand	Present
Meaghan Cannon-Keough	Present
Bruce Shulan	Present
Tryg Dahl	Present

Employees

Mark Hazley	Present
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Board Meeting called to order at 10:06 a.m.

Marina Manager Updates (Mark Hazely)

- Have Juan work on Sunday and Monday's
- Mark -- Getting checks and deposits
- Propane tanks removed. \$624 credit back to HBHYC. Gas lines have been plumbed. Total cost estimate \$6100 including gas \$3375 material + \$2800 labor
- Water and Pumpout winterized on Nov 18
- Light fixtures replaced inside Clubhouse. Painted kitchen, office, table bases in clubhouse
- HBHYC signs repainted and returned
- C dock decking complete. D dock underway
- Ice eaters used substantially over winter. E dock had significant ice (4" thick at worst). Ice free around boats. 2 extra ice eaters purchased @ \$1600
- Heater repair downstairs
- Tom Cook from F-3 has helped with snow plowing with his truck – thanks
- Meter readings will be performed monthly and tabulated with monthly entries in the quarterly bills for owners. Billings for rent and electric will still occur monthly.
- Alex updating website to reflect changes in slip prices. Isabelle will get logins. Stacey's name to be removed from website
- Will need new gas grilles after 2014
- Discussed options for handling Stacy's previous job responsibilities.
  - Juan knows transient paperwork and is very good with owners and tenants Don't need an office person on Sunday. Great that Juan can multitask with office and docks.
  - Could try to find local person on LBI -- April to Oct a few days a week for data entry.
  - Primary needs in office are to answer phone, address transients, etc.

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Treasurer Report (Dave Hall)

- We received \$25K insurance payment that went into capital fund. Therefore, we are now showing a \$20K loss rather than \$5K surplus in 2013.
- Isabelle – transition towards handling accounting is progressing. Continue training and process understanding. Mainly procedural issues remain. Fees about \$600/mo rather than \$300/mo
- Rental income – 2 checks required from lessee, one for HBHYC and the other for the owner. We are keeping track of rental remittances in the office
- Broadcast list. Blind copy each dock. Broke up because of spam filters.
- Earthlink is website provider for marina.
- \$25-30K increased insurance expense due mainly to effect of Superstorm Sandy on all insurance companies.
- We are currently less then 3-years away from meeting our one million in capital reserve goal. If necessary we have money in funds to help cover the additional insurance expense.
- Only major project on Capital list is the bulkhead which can still be pushed back for another 5-10 years.
- Mark to get projected cost expense from TK marine including electric, cable, plumbing and 20% inflation to replace bulkhead
- Condo fees remain the same for the upcoming 2014 season

New Business

- Discuss
  - Moving Juan to FT position (from PT)
  - Getting a part timer (1-2 days / week) to do office

Meeting Adjourned

**Next Board meeting is scheduled for Sunday, March 16, 2014**