

High Bar Harbor Yacht Club - Board of Trustees

Meeting Minutes – Sunday, June 26, 2016

Board Members Present at HBHYC Clubhouse or on telephone conference call

Alex Millerand, Tryg Dahl, Jay Kikkawa, Gavin Lentz (phone).

Meeting Called to Order: 10:04 am

Manager's Report (Mark Hazely had a prior commitment, presented by Alex Millerand)

- The pumpout facilities at the marina are experiencing clogging during pumpouts. Possible causes include use of non-marine toilet paper or lack of waste treatment. Owners are requested to be aware of these issues to minimize clogging.
- Some electrical problems have been experienced on the docks. Two recent electrical wiring failures were noted during the meeting.
 - We will investigate the possibility of implementing a test protocol to test the marina waters for possible electrical leaks

Kitchen Committee Update

- Jill Frank, on behalf of the Kitchen Committee (Jill Frank, Darlene Snieckus , Dale Pilchman, Cate Conti) presented proposed options for the kitchen renovation project.
- Background
 - Cate Conti's conceptual drawings to expand the kitchen area were prepared in response to owner inquiries to make the existing HBHYC kitchen more functional and able to accommodate more people working simultaneously.
 - These concepts were presented to local kitchen remodel businesses over the winter to get estimates. All proposals with estimates were available for review and discussion during the meeting.
- Options Presented
 - Option 1: Remove wall adjoining unused former elevator shaft to open kitchen and remodel. Estimated cost \$50-\$75K
 - Option 2: Keep the wall but remodel the kitchen to try to better utilize the existing space. Estimated cost <\$35K.
 - Option 3: Do nothing
 - With any option above, there is the additional option to Upgrade the bar area. Estimated cost \$12K.

- Mark Hazley spoke with the original builder of the clubhouse last December who confirmed that the wall between the kitchen and pantry could be restructured and the area opened up.
- Discussion
 - Pros and Cons of considering the renovations were discussed
 - Pros:
 - Make the kitchen more functional – the kitchen has been getting more use in recent years
 - Increase the value of the marina facilities to the owners
 - Improve the impression of the facility to prospective owners, tenants, transients and guests
 - Cons:
 - Additional capital expense
 - Greater benefit for those owners/tenants who use the clubhouse kitchen facilities
 - Marina manager will investigate if permitting is required
- Next Steps
 - A final proposal will be distributed to owners for review
 - A vote for owner approval at a future owners meeting

Capital Planning Topics

- A Capital Projects Advisory Committee has been formed including owners Jim Avery (A-5, G-1), Bill Guertler (B-8, E-5, E-6) and Jim Frank (I-1, I-21). They will assist Mark Hazley, Marina Manager, in reviewing the Capital Planning projects and offering technical and commercial perspectives, reporting up to the Treasurer and Board of Trustees.
- The Advisory Committee is seeking to validate the current quote for E-Dock renovations by Technomarine.
- The Treasurer (Jay Kikkawa) is working with the Committee to also update the overall capital plan

Other Business

- Owners have noticed poor WiFi / Internet service. Tryg Dahl agreed to investigate with our Network vendor.

Meeting Adjourned: 11:25 AM