

HIGH BAR HARBOUR YACHT CLUB CONDOMINIUM ASSOCIATION, INC.  
OWNER'S MEETING WITH BOARD OF TRUSTEES  
JULY 9, 2005

**Board Members Present:**

Hugh Gray  
Rich Ericsson  
Mike Drago  
Sam Alloway

**Absent:**

Roy Rapp

**Meeting Convened at 10:00 AM by Hugh Gray, President**

**Report/Discussion – State of the Marina**

***Bulkheads and Docks***

Work is proceeding on the repair/resheathing of the bulkhead and the filling in of sinkholes. It is planned that all will be finished by the end of July. Work can only be done at low tide and thus proceeds somewhat slowly.

We have to start planning now for the replacement of the bulkheads in about 10 years. The permit process is daunting and could take several months complete. If we totally replace the bulkheads, the marina will largely unusable during the construction process which will take several months.

The clubhouse decks were power washed by an outside vendor. The main docks were power washed by Marina staff. This will add substantially to their expected life.

***Budget***

We currently have over \$100,000.00 in the *Capital Budget* but have not yet paid for the Bulkheads at \$60,000.00 plus.

We are projecting a \$200,000.00 balance in this account after expenses at year end. However, by the time we must replace the Bulkheads we will need 300,000 plus the inflation on that amount in the account. We must also plan for the replacement of all the floating docks, which will be several hundred thousand more. We should have what we need without additional assessment.

*Rich commented that the Board doesn't feel that the capital contributions will need to be increased beyond the planned inflation adjustments..*

In the *Operating Budget* we could be \$10,000.00 under budget if all continues well.

**Question:** *What are we doing about investing our money?*

**Answer, Hugh:** *We are forming a Finance committee and hope to have members with a financial or investment background volunteer. One of the tasks at hand is to determine an effective investment approach.*

We will be sending out a package on the proposed budget to owners for approval by late this year. There will also be an opportunity to review the Capital Budget.

## **By Laws Changes**

An ad hoc committee has been looking into changes that should be made to the By Laws since the Marina Developers are no longer involved. For instance, currently the Annual Owners Meeting with Board Elections is required to be held on the first Monday in April at 8:00PM. It has been recommended that elections might be held in the summer when more people would be involved. However, any proposal for a change in the Bylaws would require a 30 day notice of discussion.

## ***Maintenance***

Mike Drago pointed out that there is still a lot of maintenance to be done.

**Question:** We talked about a long term plan but do we have one?

**Answer, Rich:** *we have a long term plan for the bulkheads and docks.*

**Hugh:** *the bathrooms, power washing, as well as many other items have been completed.*

**Question:** Can the plan be distributed?

**Answer, Hugh:** *We can post it on the website and update it once a year or as necessary*

## ***Personnel***

New employees were introduced.

Pete, Marina Manager

Monica, Office Manager

Greg is Dock Master

We have no guard

**Question:** What happened to the money for that salary?

**Answer:** It went back into the operating budget for other expenses.

**Question:** What has been the decision on job descriptions?

**Answer:** They are not yet available and there remains a question as to whether or not there should be job descriptions which may be a negative in the state of NJ. This requires more discussion.

**Question:** What is the policy on employees doing jobs for owners?

**Answer:** The Board will discuss and announce a policy.

It was agreed that the work hours for all employees would be posted at the Marina. This will help in Owners not bothering Pete when he is not scheduled to be working.

## ***Communications***

We are trying to get everyone's Email but are still waiting for many owners response to our request. This would allow us to communicate with everyone more quickly and inexpensively.

Each boat owner is required to have their current documentation on file in the office for insurance purposes.

Our web site **hbhyc.com** is up and running. The password for accessing financial and other non-public information is available from the office staff. Right now the information on the site is not that sensitive so we don't need heavy security. You can get minutes of Board Meeting Minutes, Minutes of this meeting, links to marine weather, etc. at the site. More info under Communications Committee report.

### **Committee Reports:**

*Communications Committee*

*Report by Kurt Krumpholz - Committee Chair*

The purpose of the work done by the Committee thus far on the web site is to increase dialogue between the Board and members and among members themselves. The goal is to make things more transparent, and to make Board activities more visible,

In addition it contains helpful links to sites of interest.

Board and Committee Email addresses will be posted on the site for your communication convenience.

There will be interest group bulletin boards such as for fisherman, cruisers, sailboaters, social activities, etc. You can ask questions, make comments, voice opinions, plan parties and fishing expeditions, etc.

We are in the process of exploring the best way to improve the wireless internet access that we currently have to extend the signal out to all docks. Tryg Dahl reported that he and Alex Millerand have found a nice technology that is not too expensive. He will coordinate recommendations and make a proposal to the board.

**Question:** How much will it cost?

**Answer, Tryg:** Under \$1000.00 which has been approved by the Board  
The technology will include encryption so that only members will have access to it. Caution from a member – it should be labeled HBHYC or you could be vulnerable

**Question:** I note that the Board Minutes that have been posted often say “the Board discussed” without any detail or insight. Will there be a better attempt to inform us by better detailed minutes or reports within the minutes? The motions that are made, seconded and which Trustees voted for or against the motions made, etc. are also not listed.

**Answer:** The Board will discuss this and advise

### **Report By Pete - Marina Manager**

About 75% of the Buterick project has been completed to date.

We intend to continue the power washing for the restoration of the docks ourselves with the outside labor available to us rather than using the outside contractor we used before the season.

**Question:** Do we own a power washer? Could we do our own finger piers?

**Answer:** Restoration of finger piers is a marina responsibility. Finger piers cannot be done while boats are in the water due to the mess it creates. They will be done next winter.

We are working on a way to accommodate members who have small boats and dingys rather than allowing them to be in the slip with their larger boats. Several owners might be able to be in a single slip. We are looking into the possibility of rack storage and a launch location

**Question:** Will the marina be renting the slips for the small boat owners?

**Answer:** No, it is their responsibility. We will just be trying to facilitate it.

We are exploring the provision of safety ladders on the docks. They would be unobtrusive but have flags so that people would know if they were down. They would not be for recreation.

**Question:** Are we covered for swimming?

**Answer:** No, the ladders are not for that purpose.

We need to install more lighting on the north side. We have a plan for this. ( a member concurred)

**Question:** What are the maintenance plans for the fall?

**Answer:** I have a two page list. We will work on a Fall Work list and post it on the web in about a week.

**Question:** I have a loose piling on my dock. Can Buterick take a look at it?

**Answer:** Yes, but we have to be aware that lines from the piling to the dock create stress on the piling. This shouldn't be allowed.

**Question:** who bought the swinging chairs and how were they paid for?

**Answer:** I did and was reimbursed by the Marina.

We have an issue with oil dumping. Neighbors seem to be using our dumpster for disposing of their oil. We were fined \$800.00.

Mike commented: If you bring in a battery or oil take it out. We don't know if it's us or neighbors. We don't know how to deal with it.

Member: We should explore where people can get rid of it.

Member: West marine will take it back.

Member: Maybe we should get cameras.

Bruce commented that Rockhall, MD set up their own.

Pete responded that we can't do that by wetlands requirements. Someone put an oil filter in the dumpster and it cost us \$160.00 for a new dumpster.

We looked into having the dumpster emptied 2X per week but it would double our cost. Fish carcasses need to be double bagged to prevent the smell experienced by the neighbors. This is a Health Department issue.

Mike commented that everyone should act responsibly.

Member: We should remind people to close the doors to the bathrooms when they leave them. We need door closers installed.

Regarding the use of the bathrooms, people leave it a mess and don't clean up after themselves. This creates constant work.

The cushions in the clubhouse were recently recovered by Jill. They look very nice.

We have been trying to keep the kitchen in better shape. My wife has been working on this.

We are working on fixing the dock utility chaffing by wrapping the cables. This increases longevity.

**Question:** What about roller bladers and skateboarders in the marina and on the docks?

**Answer:** These should never be permitted and need to be stopped

We'll be getting a price on a yard boat to save Greg walking 7-8 miles a day. Currently we're using Pete's motor on the club launch. .

The cost will be 6-8 thousand for a used boat with a 50 horsepower motor. We are also looking into just replacing the motor on the clubs current boat This is currently the preferred approach.

**Question:** Have you considered a used rental boat? Carolina Skiffs are on sale at the end of every season.

**Answer:** We have to weigh the cost of used vs. new

### **Finance Committee**

**Question:** When will the Finance Committee be functioning?

**Answer:** Hugh-ILt should be functioning in the next few weeks

We will get a budget together and get a Committee Charter in place. We will be sending out a package on the proposed budget to owners for approval by late this year. There should also be an opportunity to review the Capital Budget.

Hugh-Let me know if any members have a financial background and want to volunteer to be on the Finance Committee

**Question:** Do you really need a financial background to be on this Committee? It wouldn't seem necessary.

**Answer:** This has been debated and we feel that it would be preferable, but not absolutely required.

**Other Items**

The Board commented that it does feel that Committees will help the Board and be valuable in spreading the workload in many instances.

Bruce Shulan made a plea: *If you see someone coming in hard, you have to tell them to slow down! Don't come into the fairway when someone else is leaving.*

Rich commented that if anyone sees this happening they should take down the name of the boat and give it to Pete.

Bob B. suggested that maybe we need a sign letting transients know how to exit the marina.

**Answer:** We will include instructions with their orientation package to let them know.

Bruce thanked the Board on behalf of the members for doing a great job.

**The meeting was adjourned at 11:45**