



35 Sunset Blvd
Long Beach Township, NJ 08008
609-494-8801

Minutes of the High Bar Harbor Yacht Club Annual Meeting- Sept. 6, 2020

The meeting was called to order by President Jim Frank at 10:04 AM.

Board members present in person were Jim Frank and Bill Crutchlow.

Board members present by telephone were Jay Keough, Jay Kikkawa and Kip Wasilewski.

Owners present were Michael Forker, Bob Campbell, Pete and Darlene Sneickus, Bob Lindner, Bill and Joanne Guertler, Bob Cavalier and Tryg Dahl.

Owners calling in were Ed Meline, Pat English, Kathie Ahern, Denise Ryder, and Alex Millerand.

Marina Manager Updates 9-6-20

- Daily Maintenance, on going
- Recent slip sales: A-14, July, \$30,000 and E-03 Sept 3/20 for \$95,000. 7 slips have sold over the last year.
- Currently only 4 slips are listed for Rent/Transient
- Restroom air conditioner & heat system replaced 7/15/20
- \$3,000 Sea Grant reimbursement should be received in the next 45 days.
- Repaired floats on finger pier "E" dock. Broke loose.
- Tree cut down north side property. Damage from wind.
- Repaired green channel marker (2) at Club entrance. (chains broke)
- "J" dock main walkway attaching brackets to be replaced winter 2020. (corroded)
- Wi-Fi upgrades/ In progress – pending

Marina Manager position Update

Mark Hazley will be retiring on Oct. 6, 2020. The Board has recruited **Justin Pimm** to be the new Marina Manager. Thirteen applicants were made, three of which were interviewed. Justin Pimm was unanimously selected by the Board. He will start on Sept. 15 to overlap with Mark for three weeks.

Marina Bulkhead and dock project review

The bulkhead project is ongoing. Three companies have submitted bids.

All agree replacement is needed and the work can be completed over the winter. Local code requires the height to be six feet above mean low water. The new bulkhead will therefore be 18 to 24 inches higher than present according to current estimates. Beyond the bids, there will be significant additional costs to restore utility services to the docks. Those costs were part of the \$562K approved in 2016 for this project. Additionally, new ramps and grading will be required due to the additional bulkhead height. Every effort will be made to keep within the 2016 budget. Selection of a contractor will be made soon.

Treasurer's Report and 2021 Proposed Operating Budget

Jay Kikkawa summarized the report sent to all owners.

Schedule I, Operating Budget for 2019 was reviewed. Late fees and transient income were lower than budgeted for reasons described at last year's meeting. 2020 projected to be \$11k over budget, primarily due to unexpected expenses of Covid-19 supplies and Marina Manager salary overlap.

The 2021 proposed budget is similar to the past operating budgets with lower marina manager cost, lower transient rental income, increase for maintenance staff salaries, bookkeeping and antiviral supplies.

The WiFi project, if approved by the ownership and elected by the Board, does not affect our operating budget because this is a capital project and will be paid from the capital account. A capital improvement item for this was added to the ballot for owners to authorize this change in capital funding.

Schedule II Summary of Cash and Capital as of 7/31/20 shows \$1.38M for Capital Reserves. Year-end forecast for the capital account is about \$900K at year's end after paying for the bulkhead project and adding additional capital fee income.

All Other Business

Jim Frank requested owners to consider volunteering for one of the 5 standing committees: Bulkhead and Docks, Finance, Personnel, Technology, and Social. It was noted that Ed Meline, a longtime member of the finance committee, recently resigned. Members should contact any board member to volunteer.

No other new business was raised by board members.

Owner Q & A

Pat English referred to the manager's job description. There was a discussion regarding staff presence during severe weather and the associated liability. The Personnel Committee will address this issue.

Election on board seats and Voting on Wifi capital and 2021 budget

Ballot was reviewed and importance of voting was discussed.

The meeting was adjourned at 11:06.

Ballot Vote Results:

63 slips cast votes. 58.3 is 1/3 quorum required. The board appreciates all who voted.

The 3 board members up for election were unanimously **approved** with no write ins.

The 2021 Proposed Operating Budget was **approved** with only one vote for line item review.

The WiFi capital expense was **approved** with only 7 votes against.

Slip weightings had no effect on above results.