

NEWPORT YACHT BASIN ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

July 18, 2016

Notification for this meeting was given during the June 6, 2016 meeting. Kyle sent out an agenda ahead of the meeting which is included with these minutes for reference:

AGENDA

NYBA BOARD of DIRECTOR'S MEETING

Monday July 18, 2016 8:00 AM – 10:00 AM

NYBA Marina Office

- 1. Call to Order – Kyle**
- 2. Secretary Report- Bill**
- 3. Treasurer Report – Jeff**
 1. our collection efforts
 2. the reserve funds and Bill Raleigh's spreadsheet and discussion
- 4. Marina Report- Tom**
 1. C Dock repair schedule and update
 2. Gutter/Downspout quote update
 3. F&G repair wrap-up
 4. A dock electrical update (grounding issues)
 5. F dock fence request
- 5. Issues for Discussion**
 1. Attorney choices (Condo Law resignation)
 2. Water traffic mitigation documents. Status? When do we sign?
 3. Security Service presentation: where are we with this?
 4. Oil recycle spill containment. is the mess contained now?
 5. Nominating committee.
 6. Set date for next Board Meeting.

Discussion:

1. Kyle called the meeting to order @ 8:00 AM

Board Members present: Kyle Anderson, Jeff Hoyt, Steve Rieger, Sid Rubin and Bill Raleigh

Marina Manager: Tom Lisk

2. Minutes from the June 6, 2016 meeting were approved by the Board.

3. Treasurer Report:

1. Jeff handed out the Reconciliation Report which was approved and attached to these minutes. The A/R aging for dues assessments is mostly paid up with just a few exceptions that are being managed.
2. Prior to this meeting, Bill Raleigh prepared an alternative NYBA reserve component replacement schedule to better reflect how the marina was being managed. The Reserve Study performed by Association Reserves was based on expected life and full component replacement. Bill's schedule is based on just-in-time and preventive maintenance rather than full replacement. It was agreed to talk with Association Reserves about Bill's approach prior to them doing an update for the Reserve Study.
3. Nick Radovich will be billed \$20,000 for the repairs on the F-G corner.

4. Marina Manager Report:

1. Tom has been working on the repair for the fire line.
2. The Board directed Tom to hire some outside labor to work on C dock deck board replacement and other maintenance items within the marina.
3. The Gutter work will begin in September.
4. The contractor has completed work on concrete repairs for the F-G corner. We have not received a bill from the contractor yet. Tom installed the channel grates but has not yet fastened the grates to the dock.
5. We have not received an estimate for electrical repairs on a dock. Tom will call the contractor to urge them get the estimate done.
6. The Board is in agreement to not add fencing to F dock. An Owner requested adding fencing since the vegetation that screened F dock from the east parking lot was removed.
7. Tom will tell SBC to move the boat trailers off of the Leasehold lot. NYBA has exclusive rights to this lot.
8. Tom will get an estimate to mow the aquatic vegetation within the marina.

5. Issues for Discussion:

1. The Board agreed to continue with Condo Law as our Association Attorney after receiving a proposal to retain Sound Legal Partners. Attorneys from Condo Law Group left the firm to form Sound Legal Partners. Sid will send an email to Valerie Oman with Condo Law Group telling her that NYBA will continue with them. Sid will ask her who will be the attorney we will continue to work with?
2. Kyle will contact Alan Bohling to get the Agreement for the Water Mitigation Plan and related documents executed.
3. As Tom has rehired Puget Sound Security, no one is giving a presentation for security services.
4. Steve will research options that other marinas have used for oil recycling. He will add a paragraph in the next eblast email about the use of NYBA oil and antifreeze recycling containers.
5. Steve will add a request in the next eblast email asking if anyone will volunteer to serve on a nominating committee to solicit new Board Members. Steve will also ask if anyone is interested in being on the Board. Bill said the at least one Board member

should serve on the committee and should be someone that is not up for reelection.
Bill and Sid were elected at the last Annual Meeting.

6. The next Board Meeting was set for August 16, 2016 @ 8:00 AM.

Attachments:

1. Approved Reconciliation Reports

Action Items:

1. Tom will hire some outside labor to work on C dock deck board replacement and other maintenance items within the marina.
2. Tom will call the electrical contractor to urge them get the estimate for A dock repairs submitted.
3. Tom will tell SBC to move the boat trailers off of the Leasehold lot.
4. Tom will get an estimate to mow the aquatic vegetation within the marina.
5. Sid will send an email to Valerie Oman with Condo Law Group telling her that NYBA will continue with them. Sid will ask her who will be the attorney we will continue to work with?
6. Kyle will contact Alan Bohling to get the Agreement for the Water Mitigation Plan and related documents executed.
7. Steve will research options that other marinas have used for oil recycling. He will add a paragraph in the next eblast email about the use of NYBA oil and antifreeze recycling containers.
8. Steve will add a request in the next eblast email asking if anyone will volunteer to serve on a nominating committee to solicit new Board Members. Steve will also ask if anyone is interested in being on the Board.