

**Minutes of a meeting of the Board of Directors of the  
Urbanna Harbour Yacht Club Saturday, July 17, 2010**

**Present:** Scott Cahill  
Fred Eddowes  
Ed Fisher  
Hazel Laughton  
David Laughton  
Phil Mullins

**Absent:** Wordell Davis(voting proxy  
given in writing to Phil Mullins)

**Also Present:** Dan Matsey – New Dock Committee/Commodore of the UHYC Yacht club

President Scott Cahill opened the meeting at 10:00A and welcomed new board member David Laughton and New Dock Committee Member and yacht club Commodore Dan Matsey.

**REPORTS FROM COMMITTEES**

**Club Committee – Fred Eddowes – Chair**

Fred Eddowes reported that our next social event will be held on Labor Day Weekend and will take place on Saturday September 4. David Laughton said that slip holder Paul Clarke who owns apple orchards near Charlottesville has offered to bring down his “apple butter boilers” and apples so that we can hold a fall “Apple Butter Making Party”. This has many facets to it – lots of fun plus the possibility of making money from the Apple Butter and a chance to get everyone together in an entirely new way.

There was a discussion on the confusion between the POA (Property Owners Association) which is called UHYC and the newly created Yacht Club. Scott advised that the bylaws clearly state that we are a Condominium Association and not a club and the two cannot really be “enjoined” at this point in time. Therefore it is suggested that the name of the club be changed to The Club at Urbanna Harbour. The membership will be polled as to whether or not this name change should be made and if the when collecting our condominium annual dues there is a special place to request membership of the club and opportunity to include club fees at that time. We are currently looking into a federal ID for the club with our accountant so that the funds can be deposited..

When creating the yacht club it was the board’s intention to develop a social entity and meaningful parties where we get as many people involved as possible.

Phil Mullins commented that 3 or 4 events a year is adequate for this club as one can overdo social events. Scott Cahill commented that this is as important as everything else and that we need to develop a community and some “history” that will make it a more valuable experience being here. The POA is a condominium association which should write a check every year to the club. Going forward we need structure and Scott will draft something for approval. Dan Matsey said that by the first of next year there will be a social calendar in place.

**Treasurer's Report – Hazel Laughton**

Account balances as of today:-

Current checking account	\$36,467.46
New Dock Account	\$147,383.31
Capital Improvement fund	\$43,119.39

*New Docks* - Only one person has refused to pay for the dock upgrade. We have put a lien on this slip and we are looking into further action. Funds remaining in the New Docks account at the completion of this project will be transferred into the CIF Fund. Finance Committee is looking for a safe place to invest this money.

*David and Christine Cottrell* - The voting is now concluded for the transfer of a piece of common area to David and Christine Cottrell (refer to 2010 annual general meeting minutes). With an overwhelming majority voting yes we are now going to proceed with this transaction, and the board made the following motion.

**MOTION** made by Phillip Mullins, seconded by Fred Eddowes and carried unanimously as follows:

Following action as permitted in the bylaws of the UHYC Condominium Association, the membership and board of Urbanna Harbour Yacht Club have voted unanimously to go ahead with the sale of a piece of common land (basically a right of way to electric meters) measuring 7,505 sq. ft. to Mr. and Mrs. David Cottrell for the sum of \$20,000 (twenty thousand dollars). The UHYC Condominium Association will be deeded easement rights in perpetuity for access to the meters and utility boxes. Further the Board approved that this transaction proceed immediately and will be handled by the Parker and McMakin Law Group of Richmond Virginia.

*Insurance:* Insurance coverage on the docks renews in October 2010 and at this point coverage will be increased to \$1.5 million.

We have received a quote on “Directors and Officials” coverage and we will be instituting coverage until October 2010 before investigating coverage for the coming insurance year – Ed Fisher will be getting quotes on this.

**Maintenance – Phillip Mullins**

The sewer pump in the south bathhouse failed and was replaced. The original last for 20 years! When we put a new pump out station at the north docks both sewer pumps will be inspected.

We are having trouble with people tampering with the thermostat in the north bathhouse. This situation will be remedied by either having a thermostat with lock or using a “dummy” thermostat.

*Dock boxes and steps* : Phil will be placing an order next week. There was a brief discussion on installation of these items. It was pointed out that members should be made fully aware that no-one can fix anything to the new floating docks without prior approval by the Board.

Further they should be made aware that we are not making these restrictions to be obstructive but because we have certain guidelines to adhere to to prevent voiding the warranty on the new floating docks. It was finally agreed that all items to be attached to the new docks shall be installed under the supervision of David Laughton and Phil Mullins. Further many slip holders have asked to install more than one dock box. Following discussion the following motion made by Scott Cahill and seconded by Ed Fisher – passed unanimously:

**MOTION**: Only one dock box will be permitted per slip and these will conform to guidelines set up by the board. Owners will contact David Laughton or Phil Mullis regarding installation of both boxes and steps.

*Signage* – New signs will be made for the two dock access points. Phil will be purchasing 3 signs which will read:

Property of UHYC  
Members Only  
No Trespassing

Concerning signs featuring rules and regulations. After a brief discussion it was agreed that rather than have “signs” everywhere we will have Plexiglas boxes set in prominent position (similar to those used by realty people) and inside will be printed tri-fold pamphlets which clearly set out the rules and regulations of UHYC as printed in our Declaration. We will print enough to send one copy to each slip holder. When the rules are reworked of course then this tri-fold will be updated.

Phragmites: the committee met with County Officials. Before commencing with the removal of the phragmites we have to have a wetlands survey which will cost \$1,000. Spraying will cost \$500 per spray and has to be done for two consecutive years. Clearing the brush on the sidewalk etc. will cost \$2,000, following which maintenance will be relatively easy and can be taken care of during volunteer day. The committee is looking into grants. Scott pointed out that only 3 kinds of herbicide is approved for use by the Chesapeake Bay Act – but our committee has studied all aspects of this project and is well informed. The wetlands people meet on August 10 so the survey has to be done as soon as possible if we are to get this work underway. The following Motion was made by Scott Cahill and seconded by David Laughton – Carried unanimously:

**MOTION**: To authorize funds to cover the cost of a wetlands survey and commencing eradication of phragmites from UHYC wetlands.

**Covenants Committee – Scott Cahill**

There has been no progress on this because of the illness of Glen Mullins. Scott is going to arrange a meeting of this committee in the near future. Peggy Davis has expressed an interest in joining this commit. There is a draft of the new bylaws which has now been handed to Scott.

### **New Docks Committee – Ed Fisher**

This Committee has now been renamed the Infrastructure Committee.

The plumbing is now finished. The electrician had to leave for a week and will be back on Tuesday, July 20. The Middlesex County Building Inspector will do a 10% check of the electrical work and will then spot check. We are coordinating with Virginia Power and David Laughton has numbered all the meters to tie in with the slips. The electrical will be finished on the circle first, then the north dock and finally the south docks. We anticipate all will be finished within 3 weeks weather permitting.

As soon as the contractors are finished we will be organizing installing the wooden mooring pilings. Meanwhile David Laughton brought along a slide which can be purchased to go with the piling – this will be displayed on the website and slip holders can make a choice as to whether to purchase this option. A 5ft slide will cost \$265.

**MOTION** :Scott Cahill made a motion for the board to accept a COMMENDATION from the board for the New Dock Committee. When this has been signed by the board it will be framed, together with a photograph of the committee members. This will hang in perpetuity in the clubhouse. This motion was seconded by Phil Mullins and carried unanimously.

### **NEW BUSINESS**

*Houseboats*: all members of the board expressed concern regarding the possibility that pontoon/barge style boats could be purchased and kept on the docks at UHYC. Because it was felt that our bylaws do not adequately cover the prevention of this, the board carried a motion as follows:

**MOTION**: The POA specifically excludes pontoon/barge base framed structure vessels from occupying docks at UHYC in the interest of aesthetics and maintenance of real estate value. The type of vessel allowed needs to be appropriate for extended open water navigation. This motion was made by Scott Cahill, seconded by Fred Eddowes and carried unanimously.

*Live Aboard Policy*: Scott Cahill said that we need to create a properly written live aboard policy and he will bring this to the Covenants Committee for speedy action.

With regard to slip holder use of the new docks it was brought to the board's attention that bicycles and certain motorized vehicles (i.e. lawnmowers) were being used to run up and down the docks. It was agreed that this cannot be permitted with the new docks and the following motion was approved:

**MOTION**: Except for wheelchairs and motorized wheelchairs no bicycles or motorized vehicles of any kind or bicycles are permitted onto the docks at Urbanna Harbour. This motion was made by Scott Cahill, seconded by Phil Mullins and passed unanimously.

*Discharge from vessels*: Phil Mullins advised the board that he along with several others is getting signatures for a petition to make Urbanna Creek a No Discharge Creek. This letter, along with the petition, is now located at several Urbanna businesses who are collecting signatures. Once there are 100+ signatures on the petition, the letter will be mailed to the

Virginia Department of Environmental Quality. Board members signed this petition and made the following motion:

**MOTION:** From this day forward the Board of UHYC does not allow any discharge of black water sewage, treated or untreated into Urbanna Creek. Further, the Board of Urbanna Harbour Yacht Club has written a letter to the Virginia Department of Environmental Quality applying to the EPA requesting the designation of Urbanna Creek, in Middlesex County, as a Federal No Discharge Zone. This motion was made by Phil Mullins, seconded by Ed Fisher and carried unanimously.

In relation to this Hazel Laughton advised that she is working with Virginia Health Department in obtaining a grant to replace our pump out station with a new pump out using a peristaltic pump. This will cost in the region of \$10,000 and we will get a 75% grant from Virginia. The old pump has caused many problems over the years and hopefully this new pump will mean that maintenance problems are over for the foreseeable future. David Laughton is working with various companies on this.

*The Pool:* There are a few homeowners who do not have boat slips and therefore cannot use the UHYC pool and facilities. Over the years we have allowed homeowners into the pool but now in the light of security and prevention of vandalism the pool is locked. Phil Mullins proposed that we permit such homeowners (of which there are only 2 or 3) to purchase a membership to the pool. After a brief discussion, bearing in mind that we spend about \$8,000 a year to maintain the pool, it was agreed that \$100 would be a fair fee. As we are halfway through the year, the fee for 2010 will be \$50.

**MOTION:** To establish a pool membership for people who live in Urbanna Harbour but do not own slips, the annual fee for which will be \$100. This motion was made by Ed Fisher, seconded by David Laughton and carried unanimously.

Internet Wireless and motion cameras: A member brought up the suggestion that we have motion cameras and the availability of internet wireless. It was decided that at this time cameras were unnecessary. We will discuss internet wireless at a future meeting when we have quotes for this service.

Scott Cahill called the meeting to a close at 1:45 p.m.

Submitted by Hazel Laughton  
Secretary/Treasurer.