

UHYC BOARD MEETING
Saturday October 27, 2018
UHYC Clubhouse, 10 a.m.

In Attendance:

David Laughton, President
Hazel Laughton, Treasurer
Susan Armentrout, Secretary
Paul Clark, Director
Dan Matsey, Director

President's Report:

The meeting was called to order at 10:04 by David Laughton with a quorum. David welcomed the board, and opened with a summary of the recent Risk Control Survey conducted on the premises by Hanover Insurance Group. It was noted that the throwable life rings needed replacement, and that a process for the maintenance inspections of the fire extinguishers needed to be documented. Additionally, each of the bathrooms need to be equipped with extinguishers. Dan Matsey agreed to follow up on obtaining inspection tags for the extinguishers.

*NOTE: Since the meeting, we have received written follow-up from Hanover regarding the survey with no **Recommendations** (defined as Items for which Resources should be directed towards, and a Priority, with Completion Requested.) There were two **Risk Improvement Statements** (Which were defined as Value Added Action Items to Assist with Safety Efforts.) The two items were posting "No Swimming" signs at the dock, and "transferring risk" from Hanover by having our cleaning service obtain proof of general liability insurance. We will discuss these suggestions at the next board meeting, as no action is required on Risk improvement statements.*

Adoption of Minutes:

Hazel Laughton presented the minutes from our previous meeting and made a motion to adopt them. Dan Matsey seconded, and the motion carried.

Treasurer's Report:

Hazel Laughton presented the current account balance information, update on the year-end review process, the status of foreclosure with Slip 27, on which we will be taking a lien in 2019. Treasurer gave the board members a report on our expenses this year to date, on which our 19/20 budget will be based.

Working Checking Account at today's date	\$48,056.20
Capital Fund working account (1)	\$75,540.00
Capital Fund working account (2) C & F Bank	\$39,924.30
Capital savings account current interest which is not to hand).	\$29,703.22 plus 3 CDs value \$125,000 (plus

The year end was completed and the account has prepared a letter for "Agreed Upon Procedures" which is prepared in place of an annual audit and this letter is posted on our website. Taxes have been paid to IRS and Virginia State.

Maintenance:

Phil Mullins submitted a written Maintenance Report summarized as follows:

- Pool closed Oct 1st and in good condition with the exception of one step that is cracked which will need to be filled with sand concrete and sealed prior to opening next year. This will require draining the pool for 2 days so the step can be repair. Roger can make the repair.
- There are several pedestal lights that need replacing and Roger has that job on his schedule. We are close to depleting our supply of bulbs, therefore, David will need to place another order for at least 20 of the LED bulbs. This latest storm blew away at least 2 UHYC signs; these will need to be replaced. I will contact our sign maker in the next couple of weeks. *(NOTE: Signs are in and look great-thank you Phil!)*
- Susan led the charge on getting the south dock bathrooms painted this summer. They look much better. Susan is also supervising the cleaning service of the bathrooms and we have been receiving fewer complaints.
- Grass cutting is scheduled to stop on Nov 1st, however, we may have one additional cutting in November all depending on weather. The last trimming of the perimeter of the pond took place in October. Pond looks much better. Thanks to quick action by Roy Pace after Michael hit with 9 inches of rain, we avoided a pond overflow situation. Thanks Roy.
- A storm damaged tree at the corner of our south dock parking lot will be removed soon. Also, all lower limbs of the locust tree at the south dock meter bank will be cut and several locust trees over hanging the south dock dinghy rack will be cut down and removed.
- Currently our water shut off at all docks is scheduled for mid-November. Matt Downing, a former employee of the contractor who installed our water system, shuts down our system and brings a huge compressor to blow out the lines. His knowledge of the system has been invaluable in addressing problems since our system was installed. Since Matt works full time, he does this job during off hours. I need to give him at least two weeks' notice. *(NOTE: Water was successfully shut off 11/18)*
- As pointed out by an insurance agent during a recent evaluation, our life saving "ring" preservers that hang on most ladders are in need of replacing. This agent also recommended our dock installed fire extinguishers be inspected. They are original, around 5 years old. May need to be replaced.

Dinghy/Kayak Racks:

Susan Armentrout reported that all unidentified items in non-rented rack spaces have been claimed or removed from the north and south racks except for the rubber dinghy which is padlocked to rack #6 on the North dock entrance. It will be removed by renewal time so that those on the waiting list for a spot at the north end can move there. There are still a few open spots at the south dock entrance rack, but all of the north spaces are claimed.

Susan also mentioned that she has received three separate requests for the kayak/dinghy launching areas at both entrances to be improved and cleared for easier use. We will address this through routine landscaping maintenance working within Wetland Board guidelines.

-Marine Liability Policies on boats docked at UHYC:

Since the spring, the board has undertaken informal actions via emails & newsletter communication to obtain proof of insurance on all boats in slips, whether rented or owned. Response has been good, and we have information for about 75% of the slips. Not all of the remaining slips are occupied, and the transient nature of some rentals is difficult stay current on without proactive owner participation. However, in general, good progress was made in establishing proof of insurance as our standard practice. Discussion about a more formal process for 2019 included stickers with hull ID's noted on each slip pedestal for boats with proof of insurance. We would make this a part of the dues communication and invoicing process. Stickers would be issued when dues have been paid and insurance is obtained. It is not a foolproof process given renter transiency and differing policy periods of individual policies, but should help the board more easily identify gaps. Cynthia Fowler has offered to help in this initiative and will work with Hazel and Susan to outline the process in time for the January invoicing.

New Business:

Discussion was raised concerning the size of vessels that could safely and aesthetically be docked at UHYC. There are no specific restrictions from the insurance company addressing this issue. David Loughton agreed to research the issue and come back to the board with recommendations.

There being no further old or new business, the meeting was adjourned.