

# Ocean Beach and Bay Club

P.O. Box 245 – Lavallette, NJ 08735

Phone (732)-793-3798

Fax (732)793-6195

May 8, 2020

Board Meeting Agenda

Location: Telephone Conference

Meeting called to order by Monica Anton at 7:03pm.

## a) Roll Call

Trustees Present by telephone: Monica Anton, Ashley Swartz, Tom Zich, Janice Palmeri, Frank Augustine, Bob Garneau, Sharon Andelora

## b) Communications

JR: I know it is a By-Law but received an email about extending building deadline. I responded stating it is a bylaw and we do not have the ability to change bylaws so the June 15th deadline is still there.

- East Crane
- Tarpon
- Mark Nudo
- Pat Oshea -- Violation of the non disclosure agreement

## c) Financial Reports

- Attached is the P&L through 4/30; it is not reconciled but reflects all invoices to date.
- Bank Balances attached
- Bill paid requiring approval: Utilities (Water, Gas, Internet, Electric), Waste Management, KD Supply, Cutolo
- All invoices received have been deposited and reconciled with the bank to date. I will have % of total outstanding tomorrow
- Have commenced summer preparation; set Don and Marney up to begin ordering, Rob ordered uniforms, etc.
- Coordinating the financial review and completion of taxes
- Working on payroll solution for summer now that we have greenlit season

## **1. Beach Committee ( Mike Hanney)**

. Lifeguards staff is complete  
. Uniforms are being ordered

. Badge checkers staff is complete  
. Uniforms are being ordered.

## **2. Grounds Committee (Frank Augustine)**

Same as last month; we extended the inspection to take place for June 6, which may have to be postponed again because of the Governor's request.

## **3. Maintenance Committee (Brian Quinn)**

- Finish trenching and laying pipe for walkway #1 Shower Head and Drinking Fountain. All had to be dug by hand due to lack of egress with equipment.
- Completed "Arrow Head" section of boardwalk at flagpole
- Back filled eroded sand on north end of beach where it meets bulkhead.
- New gates installed on playground (old ones rotted away at bottom)
- New Clubhouse storage - cabinet doors installed along with hasps and locks.
- Bay Beach in front of Clubhouse replenished with sand from North end and parking lot.
- Bay Beach Graded with tractor
- Lifeguard Stands Painted (1st coat)
- Bulletin boards refurbished and mounted at walkways
- Old flower box /OB3 sign supports removed from Rt 35S
- All roads graded on both East and West side + Seaview+ Pearl + Goa + Boat Basin
- (N Heron still to be graded awaiting fill delivery)
- Walkway #9 sidewalk repair completed, painted safety green.
- Appointment made for Drain Basin Jet Vacuuming
- New Private Beach Sign artwork submitted to vendor, 4x4 pressure treated posts ordered.
- Repairs made to tractor- inquiries sent out for possible new tractor lease.
- Boat Basin water turned on (T Zich)
- Prepare design and material list for Kayak rack @ basin Ramp (in progress)

## **4. Membership Committee (Janice Palmeri)**

## **5. Nominating Committee (Janice Palmeri )**

## **6. Police Committee (Ashley)**

Working with Gerry to order signs

Met with Rob to discuss supplemental staffing plan and needs for summer

Coordinating between beach and security to ensure alignment

Will set up meeting with Rob and Marney to discuss blacklist and coordinated security policies for season

Recommending a code of conduct for members and renters for beach which is more prescriptive than the 'don't be an asshole' rule in our blue book (Rule 8M, related to bylaw article Section 2) that must be signed when in receipt of rental and member badges; this will be used to administer and provide guidance for our team

#### **7. Roads Committee (Brian Quinn)**

Attached you will find two maps describing the existing vs proposed drain work/repair. One highlights the East Pelican/Marlin/Sandpiper issue. The other the issues on W Kingfisher, W Tarpon, W Bayview, W Dolphin and W Sandpiper. Requested input and quote from J Lombardo.

#### **8. Social Committee (Sharon Andelora)**

We are still preparing for the social season, but realize that there may not be a social calendar for 2020 summer season. We are working on a temporary calendar.

T-shirts are in and Annie is preparing them for storage and sales. Annie should complete by Friday.

I have been talking to the entertainment already booked to discuss the possibility of not having entertainment for the summer season. They thanked me for getting in touch with them and would like to wait a bit longer to see what will be happening at the Jersey shore.

Janice is still preparing for July 4<sup>th</sup> ceremony but will cancel closer to the time if needed.

#### **9. Litigation (Monica Anton)**

All litigation is still on going.

#### **10. Alternate Dispute Resolution (ADR): (Monica Anton)**

Nothing to report.

#### **11. Construction Committee (Frank Augustine)**

We currently have 32 open permits. Any issues reported by Rob about debris on site has been taken care of.

## 12. Rules Committee (Sharon Andelora)

Nothing to report

## 13. Cost Management (Bob Garneau)

### Benches

Benches have been tagged and ready to be placed at their designated locations

Order has been placed for 5 new benches

We will need assistance with unloading and assembly when new benches arrive

Will work with Ashley for invoicing

### Boards

Is it possible to hire a carpenter finish the project, clean up this area and add some solar lighting?



## 14. New Clubhouse (Tom Zich)

Phase one plot layout proposal process completed.

Gravatt Engineering Consultants have been selected and approved by Clubhouse committee and Board. Membership vote to approve allocation of the \$33,000.

Kim Dixon has been approved by the club house committee and board also.

I am making a motion to make a payment to Kim Dixon for \$3500.00 for the CAFRA portion of phase one due immediately. See the attached proposals for details.

**d) Miscellaneous Reports**

**e) Old Business**

Double Dipping: Proposed Rules/Reverse Open Charges – needs Board vote.

Response from McDonough and Board discussion about potentially allowing rooftop decks on houses further in from beach than just 3 rows, and how to respond to Member requesting to build 5 rows in:

Many years ago, the trustees passed a rule to allow the second and third row cottages to have a roof top deck to enable them to get a view of the ocean. It was felt any cottage further back would not get the benefit of a view and so it was limited to the second and third rows. The ocean fronts were not included because they already had a view (since ruined by the dune but that's another story).

The only thing I can tell you is if the trustees want to allow more roof top decks then they should allow everyone to do so.

John

Are we going to charge late fees to whomever didn't pay dues after May 1/maintain business as usual?

Member badges ordered – delivery date TBD

Approval to order Renter Badges up to approximately \$4,500:

We will first determine if we can save by using white left over badges we have on hand, and in close coordination with Jeff and how rentals are going. (To date, apparently there have been no cancellations.) But I need to be able to place an order before our next Board meeting.

Ideas for date and venue of semiannual meeting?

Approved Feb and Mar minutes?

**f) New Business**

I am not happy to receive emails to the membership that I have not seen and/or discussed, especially when the email is signed "Ocean Beach and Bay Club Board of Trustees." I believe the Board members should have seen the proposed email ahead of time to make any suggestions or corrections to the email as well as add to the email blast. IContact charges the Club by the number of email blasts, not the length of the message. Therefore, we should take advantage of an email blast going out to add any additional items we want to share with the membership.

Ashley—what is the exact number of email blasts per month are we signed up to have before we pay for the additional emails. I remember it used to be seven email blasts per month.

I move that the Board receive a copy of all email blasts prior to going to the membership.

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With the Board President being the only contact person to our attorney, the Board members should be aware of the information and advice of our attorney to the Board. This can be done with a cc: to the board on all correspondence or if a verbal conversation, a summary be sent from the President to the Board members.

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After researching the topic of using rules to clarify bylaws, I found out that rules should not be used to clarify bylaws. If a bylaw needs clarification, the bylaw itself should be changed to reflect that information—not in a separate document.

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In regards to the topic of double dipping, I would like to make a motion that Brian made in 2017 that “Membership dues on a lot are transferable.” It is presently “Membership dues on a lot are not transferable.”

This was proposed to the membership in 2017 and was defeated. This would make dues like prepaid property tax at a closing, the new member would pay the seller for their share of the dues if already prepaid. As the dues become more expensive, dues should be prorated for both the seller and buyer. This would also encourage sellers to pay their dues in a timely manner knowing that they will receive back a portion of their prepaid dues.

We need to establish a Membership Committee. Such is referred to in the Blue Book to deal with suspensions and other member issues. Janice to set up?

Approve 2020 Beach Badge Pricing:

- The cost of weekly/daily renter badges are as follows (includes the \$20 increase Board approved for 2020):
  - \$125 for 8 badges
  - \$155 for a 5 bedroom house (12 badges)
  - \$175 for a 6 bedroom house (14 badges)
  - (Labor Day week is \$35 off the above rates)
  - \$15 for Daily Wristband
- “Non-Renter” Weekly Badges = \$110 for pack of 8 (or \$15 each)
- Marina Guests (season?/how does this compare to renter badges?):
  - 1 Badge \$100
  - 2 Badges \$200
  - 3 Badges \$390
  - 4 Badges \$570

How to distribute member badges? One idea is to do it at the CH, beginning MDW. People can be invited by first letter of last name? Full day distribution. Set up table inside the CH doors, but people line up outside. Will need security to monitor. Need help from Zich to put up a barrier.

How to staff office? When to open? Limit to two in office at one time? Can we install plexiglass separator at counter?

Member vote over weekend – any questions/comments about the Gravatt Proposal sent to Board on 5/5?

What is a parliamentarian and does Sharon want the job, per Bobbie's repeated suggestion?

Correspondence:

How to handle Pat O'Shea's call for Brian resignation due to allegation that Jimmy did work for her personally on company time?

**g) General Welfare**

**h) Adjournment**

*Motion to adjourn made by Brian Quinn at 9:55pm seconded by Janice Motion passes.*