



ABBEY HARBOR
CONDOMINIUM ASSOCIATION

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(OFFICIAL MINUTES)
MONTHLY AHCA BOARD MEETING
SATURDAY, APRIL 30TH 2022

President Ed Snyder Sr. called the meeting to order of the AHCA Board at 9:05 am.

Roll Call

Present: Dan Fina, Ed Snyder Sr., Tom Whowell, Gina Ross. Mark Oglesby

Absent:

Guests: Mickey Mursega, James Zolor, Janel Huston, Rick Pietroski, Karen Pietroski, Ed Breen, Allen Landau, Craig Surta, David Rodgers, Paula Rodgers, Allison Whowell, Darryl Schatz, Ken Caraccio, Dave Levita

General Business

1. Review/Approval of AHCA minutes from 3/12/22. Dan Fina made a motion to approve the 3/12/22 minutes. Tom Whowell seconded the motion. Motion passed 5-0
2. Director position; Dan Fina resignation as President. On April 8th, 2022 Dan Fina resigned as the AHCA board president. At that time Ed Snyder Sr. became the AHCA board president. Attorney Nick Eggert stated that according to Wisconsin state law one can resign from a position and still stay on the board. The role/position will be determined by the board. Janel Huston asked Nick Eggert that since AHCA does not have positions for members at large according to the by-laws for directors, what would work for this situation. Per Nick Eggert, there are five board members and four officerships so the board does not have to double up. An officership doesn't have to be filled or it could be refilled by a vote from the board. Based on the statutes a board member can resign their officer role and still stay on the board. Board members can also be removed by the membership. Per Ed Snyder Sr. the first item would be to accept Dan Fina's resignation as board president. Mark Oglesby made the motion to approve Dan Fina's resignation and Gina Ross seconded the motion. Motion passed 4-0 with Dan Fina abstaining. Ed Snyder asked what the board would like to do with the seats. Dan Fina suggested that Ed Snyder would become the president and Dan Fina would take the vice president seat. Tom Whowell made the motion for Dan Fina to stay on the board as vice president with Ed Snyder Sr becoming president and the rest of the officer positions to stay the same. Mark Oglesby seconded the motion. Motion passed 4-0 with Dan Fina abstaining.
3. Financial Review. The topics discussed under the financial review were ownership dues outstanding as of 4/22/21, review of finance committee minutes since inception, and review of

financials through 3/31/22. Mark Oglesby spoke on AHCA's current assets: the harbor house disbursement account is \$555,687, the harbor operating account is \$209,622, and total from other bank accounts is \$85,601 with a total of bank accounts at \$850,910. AHCA's accounts receivable is \$52,571 as of March 31st, 2022. Mark reviewed the A/R accounts and there are 15 owners that have unpaid dues totaling \$32,599. Per Mark, in the past Eddie Snyder Jr has called the slip owners stating they could not launch their boats in the marina until this was paid. He was unsure if the board was doing that this year. In the past Eddie Snyder Jr. also called the boat companies to inform them that certain owners did not pay their dues and not to launch them. Mark suggested that the harbor master should be in charge of calling and collecting the dues as well as calling the boat companies. Accounts payable is at \$11,452. Dan Fina made a motion to approve the financial report. Tom Whowell seconded the motion. Motion passed 5-0. Craig Surta questioned the reserve balance of \$85,601 and asked what was the contribution level of last years budget for this year? David Rodgers from the finance committee answered Craig's question. Craig asked the finance committee how much was carried over from the reserve account from last year.

The finance committee reviewed their committee minutes with the board. Paula Rodgers presented the following recommendations: Remove the posting for the bookkeeper as ACE Accounting is now contracted for both AHCA and HHC, HHC social memberships should be posted to HHC books as revenue for 2022, shared expenses incurred by AHCA should be charged to HHC at a flat percentage rate, per the operating agreement net revenues/proceeds from HHC activities to be credited to AHCA, consolidate bank accounts for fee reduction, overdraft fee reduction, and control, update the authorized signers list for check writing purposes as follows treasurer or president or vice president in that order, create a list of officers that are authorized to open and close bank accounts, and to create a list detailing the signing authority for contracts/vendor agreements for non-budget items. Rick Pietroski questioned the finance committee on the profit vs non for profit organizations and who is responsible for where the funds go. Per Dan Fina having the condo association be the sole member of the HHC, AHCA is in control now. Rick Pietroski asked if members will get separate accounting on what was spent to run the HHC. Dan Fina responded yes. Janel Huston asked a question on best practice for signatories. Janel stated that there should be two signers, treasurer and president. Gina Ross requested that attorney Nick Eggert review the new HHC/ ACE contract as this was the first time the AHCA board saw the HHC/ACE contract.

Mark Oglesby made a motion for the AHCA board and the finance committee to meet on May 10th, 2022 at 5pm. Dan Fina seconded the motion. Motion passed 5-0.

4. Harbor House, Ramp, & Facilities. Ed Snyder Sr. was receiving calls asking about the harbor house hours of operation. Historically the harbor house has been open 24 hours a day to members from April 1st to October 31st with employees working during business hours 9am-5pm seven days a week. Some employees are students and will start next week. Joe O'Malley is working on a document for all hours of operations to include the pool and the bars. Janel Huston asked Joe O'Malley what are his days/ hours of operation? Joe O'Malley will also post his hours. Joe is also working on the AHCA communication system. Karen Pietroski said to Joe that from Friday to Sunday night he needs to be at the harbor. Joe said he and his team will be available. Joe said exceptional service is his goal.

Joe O'Malley will be hiring runners and deck hands. The runners will be bar backs, picking weeds, watering flowers, doing multiple jobs. The runners will also be pinned to certain locations as well. The deck hands will be on the piers. They will be trained to help members load and unload cars. They will walk the piers. Joe O'Malley also has an interview today for the food and beverage position. Joe is also looking to hire an administration person.

Joe O'Malley discussed the ramp and owners are welcome to use the ramp whenever they want. Owners must be present if they are having guests launch. Joe O'Malley will have a ramp key.

5. Dredging was completed and the dredger has been paid \$42,000. The budgeted amount was \$80,000. Craig Surta asked if the intent is to take the dredging budget surplus and place it in the reserves? The board is discussing buying some equipment and buying the TOAST system or putting the surplus towards dredging in the fall. The board is waiting on the reserve study.
6. New Social Membership Club HHC- The social membership list is close to 100 members; Joe O'Malley is asking for proof of last years membership from the social members. 70 socials members were interested in renewing even with the changes this year. Some of the social member changes are to include an increase in price to \$2295, daytime parking only with holiday restrictions, no rental privileges, and no ramp usage. Dan Fina suggested that at the annual meeting we ask membership if they want social members at all. Are members willing to pay more in assessments?

Dan Fina made a motion for Joe O'Malley to send out the social membership renewal contracts for HHC with a return date of May 15, 2022. Mark Oglesby seconded the motion. Motion passed 5-0

7. Harbor Master Report. With the new POS system, TOAST, a member's first transaction will start their house account. In years past AHCA ran open credit card options. There was discussion if AHCA should keep taking open credit cards or just move to a house system only.
8. Conflict of Interest Agreement. Nick Eggert distributed a conflict-of-interest letter to the AHCA board to sign.
9. Comments from Owners Present.
 - Allen Landau asked if the owner's comments would be in the minutes. Gina Ross said yes, the comments will be reflected in the minutes.
 - Ed Breen stated that he does not want open credit cards to be used at the HHC bars. Dave Levita stated that AHCA would receive more revenue if credit cards were accepted. The board and several members discussed possible ways to accept funds for food and beverage.

- Craig Surta thanked the board for noticing this meeting. Craig asked for a meeting packet prior to the meeting and he never received it. Craig asked if it is going to be AHCA's new policy to send out packets ahead of time so membership can review them. Ed Snyder Sr stated that he would send Gina Ross the agenda and she can send it to Joe O'Malley to distribute to membership. Craig also asked about the ramp. He stated that the ramp is in the second half of its useful life. The AHCA and hotel replaced the ramp years ago. AHCA and the hotel each contributed 50%. Craig asked Tom Whowell if he put out a price list to boat companies to use the ramp to launch non-members boats. Craig's question is what will happen when it is time to replace that ramp again? Craig stated that because a for profit company is selling the rights for others to use the ramp that we paid to maintain how is that going to be worked out. Craig didn't expect an answer, he just wanted the board to think about this. Ed Breen said you have commercial on one side of the ramp and the harbor on the other side and the agreement is 50% / 50% not you pay for your side we pay for our side. The AHCA has to pay for 50% of the commercial side. Craig Surta asked again what are Joe O'Malley hours of operation and staff operation especially on Saturdays. Craig asked Joe O'Malley to tell membership who to go to for questions. He stated that AHCA has an awesome website and we should use it.
- Daryll Schatz stated that an update should come from the board to membership about the change with the AHYC and HHC.
- Janel Huston stated that she also saw the boat company memo and in that memo there was pricing for public launch. Tom Whowell said that the public is not allowed to launch. Janel also asked who has actually keys to the harbor house doors and the combination to Joe's O'Malley's office? Who on the board and committee has keys?
- Tom Whowell thanked the finance committee and all the volunteers for all their work. Tom asked Craig Surta if he was going to provide AHCA with the past five years of financial data from the AHYC and if so when? Craig responded that there was no board discussion when AHCA refunded the \$159 AYC fee which was needed to reboot the AYC. Craig stated that he called Ed Snyder Sr, Mark Oglesby, and Gina Ross and none of them knew about the refund.
- Alan Landau asked the board who made the decision to send back the \$159 checks? Alan stated that as far as he knew three board members were not notified and that is against the law. Dan Fina responded by asking Alan why did he spend the \$159 to join the AYC? Alan asked him to answer his question before asking him another one.
- Multiple members asked about the \$159 AYC refund. This led to a discussion on what the \$159 was meant for as well as who approved the refund.
- There will be a closed board/finance committee meeting at the harbor house on May 10th at 5 pm. The next BOD meeting will be on May 21st at 8am in the harbor house.

Adjournment

Mark Oglesby made the motion to adjourn the meeting at 11:26 pm, Dan Fina seconded the motion.