**Decatur Head Beach Association**

**BOT Meeting**

**Tuesday- Dec. 7, 2022**

**7pm via zoom**

**Attendance:**

**President-** John Mannetti

**Vice President, Reservations/DHBA Policy -** Jeff Garfield

**Secretary-** Cabin Standards**-** Sharon Schell

**Treasurer-** Cabin 4 Committee & Environmental Committee- Chris White

**Special Projects, Cabin 4 -** William del Valle

**Buoys/Dock-** Kelly Price (unable to attend)

**Facilities/Maintenance** Richard Mesher

John and stated the meeting goal is to follow up on the following agenda items:

* Annual meeting wrap up and next steps - John
* Caretaker pay increase/retirement fund - Chris
* Lighting Consultant - Sharon
* Fireplace insert - Rich
* Other activities for the year - All

**I Annual meeting wrap up and next steps – John**

John recapped the member support for the proposed budget items. The proposed 2022-23 budget passed with 100% approval, Cabin 4 remodel budget with 94.3%, lighting improvement 91.4% and wood stove improvement 85.7%. The approved increase in member dues will begin in December. There was a suggestion to increase member engagement and discussion by hosting future annual meetings in-person. Discussion followed and the option will be revisited before the 2023 annual meeting.

**II. Caretaker pay increase/retirement fund – Chris**

Chris reported that the approved caretaker compensation increase is to be set up to begin in January. It was noted the caretakers need to be retroactively compensated for Oct.-December, since the increase was approved to begin in October. The caretakers indicated they would like to receive the increase as part of their regular compensation, instead of an IRA contribution. There were no questions from Anita about the approved budget. Rich agreed to contact Anita for the expected install date for DHBA high speed internet.

**III. Lighting Consultant – Sharon**

Sharon reported the Cabin Committee had recently received a contract for lighting services and requested BOT review, discussion and feedback. It was noted that the contract needs the addition of a NTE amount and a specific list of project deliverables. The Cabin Committee will also review the contract and make suggested changes. The final edited contract will be emailed to the BOT for sign off. Will confirmed that a Cabin 4 remodel as-built is available for use by the lighting consultant. He also noted that the DHBA would benefit from all cabins having as-builts for future work. It was agreed the cost for those services is prohibitive. Chris offered to provide sketching input and accompany the lighting consultant and committee team on the onsite survey.

**IV. Fireplace insert – Rich**

Rich noted that he had discussed with Seth and Anita which large cabin would receive a wood stove insert. It was proposed that Cabin 1 be upgraded with the new insert and this was approved by the BOT. Cabin 4 remodel will also include a wood stove insert. Rich said he will inform the installer of the potential challenge to access an electrical connection.

**IV. Other activities for the year**

**Cabin 4 timeline and next steps**

Will discussed near term items that need addressing and scheduling:

1. Engineering services
2. Specifying and ordering windows
3. Meeting with Seth and Anita to map what is needed to buy and when
4. Confirming contract labor and setting up and scheduling services. Since these are smaller jobs, they will not require formal contracts.

Will requested that the Cabin 4 remodel be added as an agenda item for Feb. and April BOT meetings so he can provide project updates and check in. Since this is a high profile member project, he also requested that we keep members regularly updated on the progress. The challenge of project transportation logistics was discussed, including the need to transfer materials and equipment from boat ramp to Cabin 4. A flatbed may be needed to facilitate. Chris offered the week long use of a 16’ box truck.

John discussed the challenge that caretakers have managing short stay cabin requests that coincide with their days off. It was agreed this will be a topic for future discussion.

**Meeting Adjourned: 8:13pm**

**Submitted by Secretary Sharon Schell 12/11/22**

**Next Meeting: TBD**