**Decatur Head Beach Association**

**Board of Trustees Meeting (via Zoom)**

**Monday, February 27h, 2023**

**7pm**

**In attendance:**

**President-** John Mannetti

**Vice President, Reservations -** Jeff Garfield

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

**Facilities/Maintenance Boat (sale)/Buoys** Richard Mesher

**Cabin 4 -** William del Valle

**Special Projects/Dock -** Kelly Price

**Absent:**

**Secretary, Cabin Standards-** Sharon Schell

**Facilities/Maintenance Boat (sale)/Buoys** Richard Mesher

Meeting opened by President John Mannetti, agenda items reviewed.

**Budget: Chris**

Update on budget.

**Fireplace, Waterline, WiFi: Rich**

Rich stated a permit is needed for the fireplace install and he will work with Anita to get it taken care of. The upcoming installation of the waterline was discussed. The bid to install is $20K and the installation company is Decatur Construction. The BOT asked for more information on the where the stubs are located and expressed a need to review the project scope. John agreed to contact Anita and provide updated scope information and the installation schedule. The question of where to dispose of old WiFi gear was asked. Discussion of a need for a new email address followed and a request to change the current Century Link address.

**Lighting : Sharon (submitted update)**

The BOT has reviewed the lighting consultant contract and it has been signed. The next step is scheduling an onsite survey visit by the consultant, which has been arranged for early March.

**Reservations: Jeff**

The rules for the 2023 Prime Time draw will remain the same as previous years. It was noted that current cabin usage has increased. We have 39 members who are actively requesting to book during prime time (PT) periods, in addition to adult children. In the past it was not unusual to have 5-6 members who did utilize their prime time booking opportunity, reducing the demand. It was agreed that overall there is currently more pressure during prime time on the cabins and therefore important that all members follow agreed upon booking and occupancy rules.

Jeff noted he will send out a member notifications as follows: March 14th PT guidelines, also including a member reminder letter outlining agreed upon rules, April 15th PT requests are due, April 19-21 PT draw and member notification. After the 2023 PT draw, the BOT will review and consider revising the process as needed.

**Cabin 4: William**

Will reported that September 10th is the remodel project “go date”. He is now working with the Fit & Finish committee to assist with specifying cabin finishes. A framing contractor is needed, and Will is following up a reference from Lopez. John noted that Anita has asked for a outline of what is expected of the caretakers, so Will agreed to contact them and provide a schedule.

The question of the need for permits was discussed.

**Dock: Kelly**

No updates to share. This will be discussed in the next meeting.

**Insurance: Kelly and all**

Kelly reported that the current DHBA insurance coverage does not provide adequate replacement cost coverage; rates are $60/sf plus 20% co-insurance for replacement. The current building code is $200/sf for soft costs, excluding permits. Recommendation that we create a committee to review current policies and make recommendations to the BOT.

John and Kelly have agreed to review all current insurance policies, including the current policy providing liability protection for DHBA officers and directors.

**Topics to include in next BOT meeting:**

* Dock
* Insurance
* King Tide flooding concerns
	+ Question asked if it would be cost effective to raise Cabin 4 as part of the planned remodel? Will responded that the cost will likely be the same whether lifted now or in the future.

**Submitted by Chris White**

**Meeting adjourned.**

**Next Meeting: TBD (early-May)**