

CAPE BRETON HOLDING CO. **FREQUENTLY ASKED QUESTIONS**

Welcome to CBHC's FAQ Sheet. This question and answer booklet was composed for all our members in The Cape to explain our guidelines. We created this for all who may have a question and/or who may not know who to ask. We tried to cover a variety of issues. However, if you do have a question that is not addressed here, please free to contact any director. We hope this new booklet will be of help for all to understand our community a little better.

Q. What is CBHC?

A. Cape Breton Holding Co. Is a homeowner association established in 1943 when Cape Breton was predominately a summer vacation community. Like many shore communities The Cape evolved and has become mainly a year round neighborhood. Many members and non-members alike have raised families and retired here. And we still have neighbors who we look forward to seeing in the spring and summer months. Throughout the years many directors and committees have volunteered their time, experience and hard work to keep our dock, beach and clubhouse maintained and safe for all to enjoy. We are all different in many ways, but one common thread is the fact that we love our community. We come together to keep Cape Breton a functional, safe haven for young and old alike. We hope with the help of all our members, that this tradition and commitment continues in the future.

Q. How many directors are there?

A. Currently there are 9 Directors.

Q. What is their function?

A. The directors keep the business of The Cape running smoothly. Meetings are held on the monthly basis. The Board of Directors oversee the committees which spearhead all Cape Breton events.

Q. How can I contact a director?

A. An up to date list of directors is always included in our semi annual newsletter, which is mailed to every member. In addition a list is also on our website and posted on our bulletin board.

Q. What is a Stockholder?

A. A stockholder is one who owns a home within the confines of Cape Breton and purchases a share of stock. A stockholder has voting privileges at all stockholders' meetings provided all service fees are paid before the first yearly meeting. A stockholder may rent the clubhouse for personal functions, use the beach facilities and apply for a boat slip on our dock.

Q. How can I become a Stockholder?

A. Contact the Membership Committee Chairperson or a member of that committee for a membership package. After the completed application is returned with the stock, application,

processing and current service fees the membership committee will meet with the perspective applicant(s). After that meeting the Board of Directors will consider the application. When the applicant(s) is approved one share of stock will be issued.

Q. What is the cost to become a Stockholder?

A. *The cost of a share of stock is \$100.00.*

Q. How much is the service fee and badges?

A. *The Service Fee is determined annually by the Board of Directors and approved at the Stockholder's Meeting by the members along with the budget. Annual service fees are invoiced in the spring. The Service Fee for year 2014 is \$300.00. Two (2) beach badges are included with the fee. Additional badges are \$10.00 each.*

Q. Does CBHC offer a payment plan?

A. *A payment plan is available on request and approved by the Board of Directors.*

Q. What is an Associate Member?

A. *An Associate Member is someone who rents a home within the confines of Cape Breton or who lives outside of Cape Breton. Associate Members are approved on a yearly basis and pay service fees accordingly. An associate member has all the privileges of a stockholder except voting privileges.*

Q. Is there a code of behavior as a member of CBHC?

A. *The CBHC code of behavior is: Treat your neighbor as you would like to be treated with courtesy, consideration and politeness. We in Cape Breton are a family community who respect each other's similarities and differences.*

Q. Is the Cape Breton Beach a private or public beach?

A. *Cape Breton is a private beach owned by the Stockholders of Cape Breton Association. The stockholder and associate member fees pay for all the facilities of the Holding Co. including taxes, insurance, lifeguards, repairs, upgrades, electric, water etc.*

Q. Is there a set of rules regarding the beach?

A. *Yes we have some beach rules such as: stockholders and associate Members are not allowed to bring a non-member who resides within the confines of Cape Breton to the beach. That includes an adult or child. No one under the age of 14 is permitted on the beach without a parent or guardian. No small boats or kayaks are allowed in the swimming area. Absolutely no glass is allowed on the beach. Stockholders and Associate members who have paid their current year's service fees are welcome to enjoy all the facilities.*

Q. When must I wear my beach badge?

A. *Every member must display their beach badge whenever you are on Cape Breton property. This is a year round rule to ensure that only members are on association property.*

Q. Can I lend my badge to a resident non-member?

A. No.

Q. Can I rent the beach for a large party?

A. Members are allowed to rent the beach off season or after hours of operation in season. The beach is rented for a 4 hour block. The cost is \$100.00 with a \$50.00 cleaning deposit which will be returned after the function and the beach chairperson checks that the beach is has been properly cleaned. There is a \$50.00 charge to use association grills for cooking. You must supply your own propane or charcoal.

Q. Are beverages allowed on the beach?

A. Yes, beverages are allowed, however **GLASS IS NEVER** allowed on the beach.

Q. Is there a lifeguard on duty at all times?

A. There is a lifeguard on duty from Friday until Monday during the summer months. But always check at the main gate. There is a sign which indicates if a lifeguard is on or off duty. Please remember you are always responsible for your child on the beach. When a lifeguard is not on duty swim at your own risk.

Q. What are the rules of the dock?

A. A complete set of dock rules is available upon request and you may contact the Dock Chairperson if you have additional questions. Of course no one under the age of 16 is allowed on the dock without a parent or guardian. In addition, the same rules of the beach regarding non-members apply to the dock area.

Q. How can I obtain a boat slip?

A. You must submit a request in writing to the Dock Chairperson at: CBHC, P.O. Box 944, Brick,. NJ 08723.

Q. Can I rent the clubhouse?

A. Yes, a stockholder or associate member may rent the clubhouse for entertaining. There is a contract, which must be signed and returned with the rental and cleaning deposit fees, before the Clubhouse Chairperson confirms the rental date. You may contact the Clubhouse Chairperson for details.

Q. Who must sign the contract for rental?

A. Only a stockholder or associate may sign the rental agreement for use of the clubhouse. That means that the member is responsible for any and all damage to the clubhouse or its contents. In addition, the rental check must reflect the name of the stockholders or associate who is the renter for that function.

Q. Where are the bulletin boards?

A. There is one bulletin board on the front of the clubhouse and one near the main gate of the beach. Please check it often for current events and announcements.

Q. What should I do if I see a non-member on the beach or dock?

A. *If you see someone you know is a non-member on our beach or dock and who is not a family member or friend of a member and a season badge is not clearly displayed on their clothing, contact a director. That director will take the appropriate action.*

Q. What should I do if I see damage to CBHC property.

A. If you see someone in the act of damaging any Cape Breton property and that includes our dock, beach or clubhouse, contact the Brick Police immediately. Do not approach the person or persons committing the act. Then contact one of the directors.

If you notice damage, which has already occurred, contact a director immediately.

To contact the police in an **emergency dial 911**

To contact the police for a **non emergency dial 732-262-1100**

Q. How can I participate in the Cape's events?

A. The directors and their committees are always in need of help and it will be greatly appreciated. The prep times are as much fun as the main event. So check it out.

**A copy of our current directors list is attached for your convenience.
Use it to contact any director for additional questions.**

OUR WEB ADDRESS IS: WWW.CAPEBRETONNJ.ORG