

**Carlyon Beach Homeowners Association
Minutes of the Board Meeting
Tuesday, August 26, 2025
@ 6:00 PM – CBHA Clubhouse & Zoom**

Board Members Present: Barbara Quick, Dianne Bradford, Sandra Marsh, David Malaspino, Jen Stewart, Vern Jensen

Absent: None

Vantage Management: Mike Haskett

Call to Order: Barb called the meeting to order at 6:04 PM.

Flag Salute: The Board led those in attendance to recite the flag salute.

Homeowners in attendance were asked if they had any questions or concerns. An owner expressed concerns with the current rules and regulations and felt they were not being applied equally. They also felt the Board should remove any rules it doesn't plan to enforce. The Board agreed to take a look in October at any planned rules changes.

Colleen from the events committee thanked everyone who signed up for the craft fair because they filled every spot. She also reminded everyone about the upcoming chili cook-off on October 17th.

A homeowner asked if there was information on what COWAs were available for trying to build in the community. The board will research that and get back to them.

Vern motioned to accept Stan's resignation from the board effective immediately. Jen seconded; the motion passed unanimously.

Dianne motioned to assign Dave as trustee for the architecture committee and to train Jen on taking that over. Vern seconded; the motion passed unanimously.

Sandy motioned to approve moving the Timberland CD funds to the Unrestricted Reserve account. Dianne seconded; the motion passed unanimously.

Meeting Minutes: Due to the July meeting being cancelled, there were not previous minutes requiring approval.

Committee Reports:

President's Report: Barb had nothing to report at this time.

Treasurer's Report: Dianne reported on financial balances made available on the member report handouts.

Architecture: Dave stated he would attend the upcoming meeting to get back on track and there is a follow-up issue regarding a fence he is aware of.

Marina: Vern reported that the committee is starting to discuss slip assignments. Vern also reported that the lighting upgrades are in and functional and now the log boom is being looked at for pricing.

Parks & Rec: Sandy reported that a couple of projects are being postponed while the maintenance crew is on vacation. The bathroom locks are being investigated based on a couple complaints owners submitted.

Roads & Stormwater: Dave reported that paving has been completed with an invoice on its way. Speedbumps on Overlook are being considered. The board discussed crosswalk options

Water & Wastewater: Dave reported on a couple of ongoing projects which were approving the first phase of the water meter replacements, replacing the AC unit in the treatment plant, and starting to look at converting the clubhouse basement into office space for Brian.

Management: Mike reported on in-process projects which include continuing to deal with ongoing insurance renewal administration and finalizing the reserve study and audit/tax return.

New Business:

Vern motioned to ratify the email vote on approving the Advanced Environmental bid for concrete waste disposal from Unrestricted Reserves. Jen seconded; the motion passed unanimously.

Dianne motioned to approve the AJB Landscaping proposal for the marina gates with contingency of up to \$6,100 from Unrestricted Reserves. Jen seconded; the motion passed unanimously.

Vern motioned to approve the Core and Main proposal on replacement of the first 100 water meters from Restricted Reserves. Sandy seconded; the motion passed unanimously.

Dianne motioned to approve renewal of BIAW's health plan and consolidating the dental/vision plan with BIAW. Jen seconded; the motion passed unanimously.

Old Business:

Vern motioned to approve the draft reserve study as proposed by Association Reserves. Sandy seconded; the motion passed unanimously.

Executive Session: The Board thanked everyone for attending and announced they would proceed into executive session to discuss any sensitive legal, financial, or HR matters. **Dave motioned to move from regular session into executive session. Sandy seconded; the motion passed unanimously.**

Dave motioned to close executive session and move back into regular session. Sandy seconded; the motion passed unanimously.

From the Board's discussion in executive session, there were no votes or decisions made.

Adjournment: Dave motioned to adjourn the meeting at 7:43 PM. Sandy seconded; motion passed unanimously.

Respectfully submitted,
Mike Haskett, Association Manager

CBHA Board Motions 250826Results 08/26/2025

Board Members attending and proxies: Barbara Quick, Dianne Bradford, Sandra Marsh, David Malaspino, Jen Stewart, Vern Jensen; Absent – None

All motions must be proposed by a Board Member, seconded, and discussed before a vote is called.

Motion Type: Architectural (ACR); Financial (FIN); Compliance (CMP); Legal (LGL); Maintenance (MNT); Member (MBR); Policy (POL); Other (OTH)

Motion Status: Passed (PD); Failed (FD); Tabled (TD); Withdrawn (WD); Ratified (RD)

#	TYPE	MOTION	STATUS	NOTES
1	OTH	Approve acceptance of Stan's resignation from the Board effective immediately	PD 6-0	
2	OTH	Approve assigning Dave as the trustee for Architecture and to train Jen	PD 6-0	
3	FIN	Approve closing Timberland Bank CD funds and transferring them to Unrestricted Reserves	PD 6-0	
4	FIN	Approve ratifying email vote for removal of concrete dock waste by Advanced Environmental from Unrestricted Reserves	PD 6-0	
5	FIN	Approve AJB Landscape proposal for the marina fence with contingency of up to \$6100 from Unrestricted Reserves	PD 6-0	
6	FIN	Approve Core and Main bid on replacement of first 100 water meters from Restricted Reserves	PD 6-0	
7	FIN	Approve BIAW health plan renewal and consolidating dental/vision to BIAW	PD 6-0	
8	OTH	Approve draft Reserve Study from Association Reserves	PD 6-0	
9	OTH	Approve adjourning from regular session into executive session	PD 6-0	
10	OTH	Approve moving from executive session back into regular session	PD 6-0	
11	OTH	Approve adjourning the board meeting	PD 6-0	