

**Carlyon Beach Homeowners Association  
Minutes of the Board Meeting  
Tuesday, February 24, 2026  
@ 6:00 PM – CBHA Clubhouse**

**Board Members Present:** Barbara Quick, Sandra Marsh, David Malaspino, Judy Parry, Vern Jensen

**Absent:** Dianne Bradford, Chris Williams

**Vantage Management:** Mike Haskett

**Call to Order:** Barb called the meeting to order at 6:00 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. A homeowner was concerned about the uptick in marina expenses and asked if the Board would consider selling the marina to an outside entity. The Board agreed to add that to the options for consideration.

**Sandy motioned to excuse Dianne and Chris from tonight's meeting. Vern seconded; the motion passed unanimously.**

**Meeting Minutes: Judy motioned to approve the January Board Meeting minutes without correction. Sandy seconded; the motion passed unanimously.**

**Judy motioned to approve the presented committee meeting minutes without correction. Sandy seconded; the motion passed unanimously.**

**Committee Reports:**

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

**Treasurer's Report:** With Dianne absent there was nothing to report on at this time.

**Architecture:** Dave stated the next committee meeting was changed to March 13<sup>th</sup> to accommodate travel from committee members.

**Marina:** Vern discussed his conversations with a vendor that could provide electronic data services for tracking slip leases and renewals. He stated this was not a priority but something to consider for future implementation.

**Parks & Rec:** Sandy reported that the park would be closed this coming Thursday from 9am-5pm to accommodate tree pruning. The committee is working on a pending maintenance list for the Spring. The events group is looking into a new structure for the little park.

**Roads & Stormwater:** Dave reported that the maintenance crew is down to one employee which is creating delays on non-urgent projects.

**Water & Wastewater:** Dave reported that work was completed to get well #2 back online and functioning. The Board discussed moving forward with the Core and Main proposal to add the necessary software support for the water meter installations.

**Memorial Garden/Events:** Colleen announced the schedule for the Easter Egg Hunt and asked volunteers to donate candy and time to stuff the eggs on March 27<sup>th</sup>. The event planning for the 4<sup>th</sup> of July neighborhood event will need to start being discussed soon.

**Management:** Mike reported on in-process projects which include renewing the CDL Training location permit for Carlyon Beach and helping the Board draft committee workflows to address changes to the RCWs.

**New Business:**

Mike discussed a storm pond inspection report that was received that is due in August 2026. Dave will review and calendar a response.

Mike discussed the ongoing maintenance issues with the current copier and the fact they no longer make replacement parts for it. The current vendor who maintains the copier provided a bid for a replacement which will include maintenance support for \$4,500. **Sandy motioned to approve the copier replacement proposal of \$4,500. Judy seconded; the motion passed unanimously.**

Mike discussed the upcoming RCW changes which started going into effect this year and will finalize in January 2028. The attorney for Carlyon Beach provided a bid to overhaul the CC&Rs and Bylaws for the community and prepare a packet to mail out to owners and a follow-up consultation with the Board for \$20,000. **Vern motioned to approve the attorney's proposal on overhauling the CC&Rs and Bylaws to bring Carlyon Beach in compliance with State Law for \$20,000 with a contingency of up to \$5,000 in addition. Judy seconded; the motion passed unanimously.**

Mike presented a timeline of the upcoming annual meeting and budget activities to get ready for the annual meeting in June 2026.

**Old Business:** None at this time.

**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. **Sandy motioned to move from regular session into executive session. Judy seconded; the motion passed unanimously.**

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

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

**Adjournment: Sandy motioned to adjourn the meeting at 7:48 PM. Judy seconded; motion passed unanimously.**

Respectfully submitted,  
Mike Haskett, Association Manager

**CBHA Board Motions 260224**

Results 02/24/2026

# Board Members attending and proxies: Barbara Quick, Sandra Marsh, David Malaspino, Judy Parry, Vern Jensen;  
Absent – Dianne Bradford, Chris Williams

**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 excusal of Dianne and Chris from the meeting	PD 5-0	
2	OTH	Approve January Board meeting minutes	PD 5-0	
3	OTH	Approve committee submitted minutes	PD 5-0	
4	FIN	Approve Copier replacement bid of \$4500 for copier in clubhouse that is out of date on parts and warranty	PD 5-0	
5	FIN	Approve bid from CBHA's attorney to draft revamped governing documents in alignment with new state laws of \$20,000	PD 5-0	
6	OTH	Approve adjourning from regular session into executive session	PD 5-0	
7	OTH	Approve moving from executive session back into regular session	PD 5-0	
11	OTH	Approve adjourning the board meeting	PD 5-0	