Carlyon Beach Homeowners Association
Minutes of the Board Meeting
Tuesday, August 25, 2026
CBHA Clubhouse

Board Members Present: Barbara Quick, Chris Williams, Kim James, Shannon Soto, Gary Jensen

Absent: Lisa Krupp, Richard Clay,

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:

- Colleen Weston asked for clarification whether Events was considered a committee or an interest group. The potluck that was to be held this past week was cancelled due insurance concerns and who was responsible for paying for insurance for community events. It was clarified by Mike Haskett that if the events are held on CBHA property then the event is covered under CBHA insurance. The Interest Group Policy and Procedure will be reviewed, and language will be changed to reflect the coverage. This will be presented at the Board Workshop in September.
- Jim McCullen asked to start a Disaster Preparedness and Emergency Plans group. He will meet with Barb Quick to discuss past plans.

Administrative Motions:

1. A motion to approve July Board Meeting Minutes was made by Chris and seconded by Gary. The motion carried unanimously.
2. A motion to approve the Architecture Committee minutes was made by Chris and seconded by Kim. The motion carried unanimously.
3. A motion was made to approve the interest group reports by Chris and seconded by Gary. The motion passed unanimously.
4.

Trustee/Committee/Interest Groups/Management Reports

President's Report: The Clubhouse HVAC system is not repairable. The cost to replace the upstairs unit, including parts and labor, is $3,100. There may be a rebate available to replace the unit with a ductless system. A bid will be obtained and this will be discussed at the next board workshop. The downstairs unit is the same age as the upstairs unit, but as the downstairs is not occupied at this time, a replacement can be put off for now.

Treasurer's Report: Lisa was absent. No report at this time

Architecture Report: Several septic permits were requested.

Marina Report: The log boom will be replaced by the end of the summer. The A dock Sea Lion railing will be completed by fall. There are currently nine slips available. A notice was sent out to the membership that the slips will be available to renters, with landlords' approval, and available to members family members. There will be a Marina Open House on September 17th at 6:00PM with snacks and a potluck dinner served. There also will be a fish cleaning station installed at the dock.

Parks & Rec Report:
A barrier block is being installed by the end of September. Signs will be put up for the Saturday market. Proceeds will be going to the Westwind playground. A resident asked if the main park basketball court could be resurfaced or repaired bumps. Maintenance will be contacted for repairs until road paving is done next year.

Roads & Stormwater Report:
Jeremy Mathin had complaint regarding the newly installed speedbumps. He stated that drivers were splitting over the unpaved area and speeding. Chris will look into whether asphalt could be added to the unpaved area of the speedbumps.

Water & Wastewater Report:
Chris motioned to approve meter box damage policy. A flat fee of $500 would be charged to replace damaged boxes. Either all residences with meters will be billed regardless if water is being used or not. If residents choose to have their meter removed, they will be billed for reinstallation. Shannon seconded the motion and the motion was unanimously passed.

There was difficulty obtaining bids for the EQ hatches. A motion was made by Gary to approve the KCL bid. The motion was seconded by Shannon and it was unanimously passed.

Future Clear had requested expansion of the water treatment building as their lab area is too close to their breakroom (OSHA violation). One estimate was obtained at a cost of $156,000. They are unable to use the basement of the Clubhouse for office space due to lack of egress. The back staircase is a hazard and can't be used. Further requests for bids will be tabled to a later date. Meanwhile, the Future Clear staff can use the Shop facility for breaks.

Management Report:

- Mike is looking into a Lacy school for Josh to complete his training for his CDL license.
- Board members will attend a meeting with the Squaxin tribal council regarding sponsorship of water cleanup projects. The tribe can sponsor two different projects if they do not cover the same work.

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 at 7:10 PM.

Adjournment:
At 8:11 PM the board returned to regular session. The board meeting adjourned at 8:11 PM by unanimous vote.

Respectfully submitted,

Kim M. James, Secretary
Carlyon Homeowners Association