

**Carlyon Beach Homeowners Association  
Minutes of the Board Meeting  
Tuesday, June 24, 2025  
@ 6:00 PM – CBHA Clubhouse & Zoom**

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

**Absent:** Stan Harris

**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. Barb recited the Carlyon Beach mission statement which will be available for review at future board meetings.

**Guest Presentation – Futureclear Environmental:** Futureclear, who manages the Association's sewage treatment plant and water system did a presentation on the progress they have made on the water metering project and their estimated timetable. The Board thanked them for the information and attending the meeting.

**Sandy motioned to approve excusal of Stan Harris from the board meeting. Dave seconded; the motion passed unanimously.**

**Meeting Minutes:** The Board reviewed the May Minutes. **Dave motioned to approve the minutes with no corrections. Dianne seconded; the motion passed unanimously.**

**Committee Reports:**

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

**Treasurer's Report:** Dianne re-iterated financials would be available at the Board Meeting and would be available upon request. Dianne noted reserve fund balances and expenses for the attendees.

**Architecture:** Dave reported that a fence variance is pending and research is being done on a culvert issue.

**Marina:** Vern reported that the final permit is in the public comment period. The new dock has been completed and the vendor would like to store the finished dock onsite. The board discussed a bid for additional required electrical work in the marina. **Vern motioned to approve the proposed bid from Marine Floats of \$44K from unrestricted reserves. Dianne seconded; the motion passed unanimously.**

**Parks & Rec:** Sandy reported that new doors on the clubhouse have started and codes will be placed on the park bathrooms to deter vandalism. Wainigan painting and roof replacement are ongoing and new picnic tables have been ordered.

**Roads & Stormwater:** Dave reported that paving will begin in August and is planning a townhall on speedbump locations. Speeding is still an issue in the neighborhood. Bioswales and the storm pond are being mowed and stop bar painting will be addressed this summer.

**Water & Wastewater:** Dave reported that tester certifications by the managing vendor are being researched and that KCL will no longer be called on a whim to address urgent repair issues.

**Management:** Mike reported on in-process projects with a focus being on getting the Association's insurance renewed as soon as possible.

**New Business:** The Board will work on proposed bylaw changes and rules adjustments in September-October of this year. The Board discussed committees taking notes or minutes of their meetings to be made available for homeowners to review.

**Dianne motioned to approve Newman's bid for the annual audit/tax return for \$8,500. Sandy seconded; the motion passed unanimously.**

**Old Business:** The Board will table the reserve study draft approval to the July workshop and board meeting. Mike will send the full draft study to the board for their review.

The 4<sup>th</sup> of July parade starts at 12pm with line up beginning at 11:45am. Information will be sent via eblast. Mike will assist with an owner list for the security guards at the event. The Board asked Mike to confirm the receipt of the insurance claim proceeds for the sealion damage.

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

**Dianne 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: Dianne motioned to adjourn the meeting at 8:44 PM. Sandy seconded; motion passed unanimously.**

Respectfully submitted,  
Mike Haskett, Association Manager

**CBHA Board Motions 250624****Results 06/24/2025**

# Board Members attending and proxies: Barbara Quick, Dianne Bradford, Sandra Marsh, David Malaspino, Jen Stewart, Vern Jensen; Absent – Stan Harris

**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 Stan from the Meeting                                                         | PD 6-0 |                              |
| 2 | OTH  | Approve May 2025 meeting minutes                                                                 | PD 6-0 | Approved with no corrections |
| 3 | FIN  | Approve bid for marina lighting additional work with contingency of \$44K from unrestricted fund | PD 6-0 |                              |
| 4 | FIN  | Approve continuing with Newman for the annual audit/tax return                                   | PD 6-0 |                              |
| 5 | OTH  | Approve moving to executive session from regular session                                         | PD 6-0 |                              |
| 6 | OTH  | Approve closing executive session and returning to regular session                               | PD 6-0 |                              |
| 7 | OTH  | Approve adjourning the meeting                                                                   | PD 6-0 |                              |