BAY CLUB CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
June 29, 2026 @ 1:00 p.m. via Zoom / SRG Conference

I. Call to Order

SRG called the meeting to order at 1:03 p.m. Board members present included Janis Taylor, Darlene Oordt, Randy Beeson, Craig Kinney, and Karlyn Vasan. Also present were Armani Zangari and Deb Borel of Summit Resort Group.

II. Owner Forum

No owners were present at the meeting.

III. Approval of Previous Board Meeting Minutes

The Board reviewed the minutes from the Board meeting held immediately prior to the April 16, 2026 Annual Meeting and the Board meeting held immediately following the Annual Meeting.

MOTION: Approve both sets of April 16, 2026 Board meeting minutes as presented.
FIRST: Janis
SECOND: Craig

IV. Ratify Actions Via Email

The Board unanimously ratified actions taken via email from April 17, 2026 through June 17, 2026. Specific actions are identified on the agenda.

MOTION: Approve actions taken via email.
FIRST: Randy
SECOND: Craig

V. Financial Review

Randy reviewed the May financial statements. The Association started the year with a positive operating variance of $3,108. As the May statements covered only one month, ongoing operations will be better determined based on future reporting periods. The results for the year ended April 30, 2026 were also discussed. The Association finished the year with a positive operating result of $12,360 and Operating Fund Equity of $54,025. The Board discussed transferring $15,000 from Operating to Reserves, leaving approximately $35,000 in Operating Fund Equity.

MOTION: Approve the year-end and May financial statements and transfer $15,000 from Operating to Reserves.
FIRST: Randy
SECOND: Craig

VI. Safety, Inspections and Association Policies

The Board discussed expanding routine inspections to include the mechanical rooms and laundry areas to identify potential leaks before they become larger issues. The importance of notifying owners when maintenance concerns are discovered was also discussed. The Board reviewed the Conflict of Interest Policy, Alternative Dispute Resolution Policy, Inspection and Copying of Association Records Policy, and Reserve Study Policy. The Reserve Study Policy was revised to require updates on an 'as needed' basis rather than at prescribed intervals.

MOTION: Approve the revised governance policies as presented.
FIRST: Randy
SECOND: Craig

VII. Reserve Study

The Board reviewed recent Fannie Mae and Freddie Mac reserve study expectations and discussed a proposal from Western Reserve to complete an updated reserve study for approximately $2,050. Members agreed the study would provide valuable planning information and directed that it be completed following the summer season.

MOTION: Approve the updated reserve study proposal for completion in September.
FIRST: Janis
SECOND: Craig

VIII. Maintenance Projects

The Board reviewed concrete work, sprinkler repairs, street marking repairs, and several building maintenance projects. Leo's proposals for deck repairs were discussed, including basic crack sealing and more comprehensive repair alternatives. The Board approved repairs to Unit 201, fascia repairs at Unit 216, and repairs to the metal flashing above Unit 216. Management was directed to obtain an updated deck repair proposal, request warranty information for the Unit 201 roof repair, and prioritize painting items identified during the property inspection.

MOTION: Approve the Unit 201 roof repair, Unit 216 fascia repair, and flashing repairs as presented.
FIRST: Randy
SECOND: Craig / Darlene

IX. Flooring Policy

The Board discussed revising the flooring policy to permit hard-surface flooring throughout units provided appropriate sound attenuation standards are met. Minimum IIC and STC ratings, together with approved underlayment and cork requirements, were reviewed. Window replacement standards were also discussed. The Board agreed future replacement requests should be processed through the Architectural Review Committee while management prepares a formal window replacement policy for future consideration.

MOTION: Approve the revised hard-surface flooring policy with minimum sound attenuation matching Unit 205 as the baseline requirements.
FIRST: Randy
SECOND: Darlene

X. Parking, Rental Compliance and Property Improvements

The Board discussed enforcement of parking restrictions for RVs, campers, and trailers and agreed owners should be reminded to include Association parking restrictions within short-term rental advertisements. Occupancy guidance, emergency contact information, hot tub replacement permitting, replacement property signage, and additional painting needs were also discussed. Management will continue coordinating these projects and provide updates as additional information becomes available.

XI. Next Meeting

The next Board of Directors meeting was scheduled for September 28, 2026, at 10:00 a.m.

XII. Adjournment

With no further business, the meeting adjourned at 2:37 p.m.

Approved By: ________________________________ Date: ___________________
Board Member Signature