Bay Club Condominium Association
Board of Directors Meeting Minutes

June 29, 2026 @ 1pm via zoom/ SRG Conference

I. Call to Order

SRG called the meeting to order at 1:03pm. 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

General discussion included maintenance priorities, parking concerns, flooring standards, window replacement requests, and other Association business.

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 via email from April 17, 2026 – June 17th 2026 – Specific actions are specified on the agenda.
MOTION: Approve actions via email
FIRST: Randy
SECOND: Craig

V. Financial Review

Armani reviewed the May financial statements. The Association finished the reporting period with a positive operating result of approximately $12,360. Operating cash, reserve balances, and upcoming maintenance projects were reviewed. The Board discussed transferring $15,000 from operating to reserves, leaving approximately $35,000 in operating equity.
MOTION: Approve the 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 and Window 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 to match 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 the meeting at 2:37pm