

BAYSHORE BEACH CLUB, INC. BOARD OF DIRECTORS MEETING
Saturday, June 21, 2025 Agenda

Quorum			Attending	Absent
Karen Moorhead,	Corporate Secretary	Division 1	_____	_____
Sarah Harris,	Director	Division 2	_____	_____
Roger Smith,	President	Division 3	_____	_____
Josh Hanselman,	Vice President	Division 4	_____	_____
Megan Hanselman,	Director	Division 4	_____	_____
Carolyn Gardner,	Treasurer	Division 5	_____	_____
Gary Brown,	Director	Division 5	_____	_____

Approval of Minutes of April 19, 2025 BOD Meeting
Approval of May 17th Annual Minutes and Organizational Minutes
Approval of Financials
Agenda Item Comments

Reports

- A. Financial Report:** Carolyn Gardner, Treasurer; **Report Submitted, Verbal w/Actions (Investment Changes/ New Reimbursement Form)**
- B. Facilities:** Kirk McClain, Facility Manager; **Verbal Report, Action (Boiler Fix)**
- C. Committees:**
 - 1. **Planning:** Paul Williams, Chair; Gary Brown, Liaison; **Report Submitted, Actions**
 - 2. **Long Range Reserve & Physical Assets:** Josh Hanselman, Liaison; **No Report**
 - 3. **Safety:** Dave Smith, Chair; Josh Hanselman, Liaison; **No Report**
 - 4. **Policies and Procedures:** Sarah Harris, Liaison; No Chair; Karen Moorhead; **Action (Approve Committee Updates)**
 - 5. **Social:** Lynda Claro, Chair; Karen Moorhead, Liaison; **Report Submitted**
 - 6. **Communications:** Megan Hanselman, Liaison; **No Report**
 - 7. **Budget/Finance:** Mary Lou Morris, Chair; Carolyn Gardner, Liaison; **Report, Verbal**
 - 8. **Sand Lobby:** No Chair; Roger Smith, Liaison; **Report Submitted, Action**
 - 9. **Elections:** Karen Moorhead, Liaison; Jacque Smith, Chair; **Report Submitted**
- D. Task Forces:**
 - 1. **Clubhouse Project:** Kenn Apel, Chair; Megan Hanselman, Liaison; **No Report**
 - 2. **Dues Task Force:** Kenn Apel, chair; Josh Hanselman; Megan Hanselman; Kate Lansing **No Report**
 - 3. **Beach Access Task Force:** Josh Hanselman, Liaison; Kenn Apel; Jana Hanford; **Report**
- E. Motion** to include all reports for minutes

Unfinished Business

- A. Square Usage
- B. Spring Clean-Up (Dave Smith)

New Business

- A. Budget Approval 2025-26
- B. Bayshore Website Issues/Office Computer Malware & Virus Protection
- C. Pool Updates

Member Comments

- *Member Request to turn temperature up on Pool (Currently 86 degrees)
- *Kenn Apel: Motion to dissolve Beach Access Task Force

Motion for Executive Session

Adjournment

Zoom Link for Bayshore Board of Directors Meeting

Time: June 21, 2025, 1:00 PM Pacific Time

Join Zoom Meeting:

<https://us06web.zoom.us/j/88175900786?pwd=eJEIxtA9Hp0vVbASkLNkE1I52BADc.1>

Meeting ID: 881 7590 0786

Passcode: 551212

BAYSHORE BEACH CLUB, INC.
Profit & Loss Budget vs. Actual
 July 2024 through May 2025

Ordinary Income/Expense	Jul '24 - May 25	Budget
Income		
40024 · 2023-2024 Membership Dues	140.00	0.00
40025 · 2024-2025 Membership Dues	273,240.00	274,050.00
40026 · - 2025 -2026 Membership Dues	283,780.00	
42000 · Boat & RV Permits	575.00	250.00
42500 · Building use fees	2,205.00	2,000.00
44000 · Donations/Miscellaneous Income		
44000-o · doggiepot station	40.00	0.00
44000-q · Donations - other	665.00	
44000-T · Refund	513.29	0.00
44000bb · Artisans Group	-3,292.26	0.00
44000hh · Donations-Capital Improvements	13,100.00	
44000mm · Moby Mat Donations	19,283.00	
Total 44000 · Donations/Miscellaneous Income	30,309.03	0.00
44500 · Height Variance Requests	0.00	600.00
45000 · Interest and late fees		
45000-a · Interest & late fees - dues	2,418.61	1,750.00
45000-c · Interest - savings & investment	13,540.69	5,000.00
Total 45000 · Interest and late fees	15,959.30	6,750.00
46000 · Lien Fee Reimbursement	1,800.00	600.00
46500 · Pool Pass/Diaper Sales	2,513.00	5,000.00
47000 · Returned Check Charges	25.00	0.00
47500 · Transfer Fees	5,550.00	5,000.00
48000 · Violation Fines	550.00	0.00
48600 · Budgeted from reserves	0.00	85,000.00
Total Income	616,646.33	379,250.00
Gross Profit	616,646.33	379,250.00
Expense		
50000 · Operating Personnel		
50005 · Office Administrator - wages	34,292.18	45,000.00
50020 · Facilities Manager- wages	21,488.00	42,000.00
50025 · Employees-p/r taxes	7,757.62	15,000.00
50030 · Employees-SAIF	316.81	700.00
50035 · Pool attendants - wages	14,618.05	23,000.00

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06/11/25

Accrual Basis

BAYSHORE BEACH CLUB, INC.
Profit & Loss Budget vs. Actual
July 2024 through May 2025

	<u>Jul '24 - May 25</u>	<u>Budget</u>
50055 · Operating Personnel expenses		
50055-b · Facilities Manager- vehicle	418.75	300.00
50055-h · Office Manager - vehicle	75.00	350.00
50100 · Pool Staff Expenses	0.00	250.00
Total 50055 · Operating Personnel expenses	<u>493.75</u>	<u>900.00</u>
Total 50000 · Operating Personnel	78,966.41	126,600.00
51000 · Administrative expense		
51005 · Accounting Fees	3,223.00	3,000.00
51020 · Bank Fees	25.00	0.00
51035 · Postage Machine Leasing	576.00	800.00
51040 · Insurance		
51040-a · Board Liability-D&O and tail	7,996.87	8,700.00
Total 51040 · Insurance	<u>7,996.87</u>	<u>8,700.00</u>
51050 · Legal Fees	3,040.08	10,000.00
51055 · Lien fees	1,064.00	600.00
51065 · Office Supply Purchases		
51065-a · Printing and Reproduction	2,057.77	5,000.00
51065-b · Postage & shipping	2,785.44	4,500.00
51065-c · Office Supplies	1,002.94	3,000.00
51065-d · Computer costs	1,837.87	1,000.00
51065-e · Quickbooks payroll expense	699.00	700.00
Total 51065 · Office Supply Purchases	<u>8,383.02</u>	<u>14,200.00</u>
51080 · Telephones	1,154.76	1,300.00
51081 · Internet expense	1,019.92	1,200.00
51085 · UBIT - tax	256.00	300.00
Total 51000 · Administrative expense	<u>26,738.65</u>	<u>40,100.00</u>
52000 · Site operating expense		
52005 · Clubhouse decor	0.00	200.00
52020 · Insurance		
52020-a · Flood Insurance	5,010.00	4,500.00
52020-b · Property Insurance-Commercial	19,417.00	21,175.00
Total 52020 · Insurance	<u>24,427.00</u>	<u>25,675.00</u>
52025 · Cleaning & Sanitation	916.55	500.00

BAYSHORE BEACH CLUB, INC.
Profit & Loss Budget vs. Actual
 July 2024 through May 2025

	Jul '24 - May 25	Budget
52035 · Licenses & permits	1,328.48	2,500.00
52050 · Playgrounds & Parks	0.00	200.00
52051 · Equipment Rental	0.00	200.00
52053 · Spring Clean-Up	0.00	2,000.00
52055 · Pool - Chemicals & supplies	7,059.88	5,000.00
52065 · Recreational equipment	229.91	100.00
52085 · Utilities		
52085-a · Clubhouse TV & Radio	1,632.27	1,500.00
52085-b · Electricity	3,849.81	5,000.00
52085-c · Propane - Clubhouse & Pool	19,060.93	26,000.00
52085-e · Trash	2,043.34	2,600.00
52085-f · Water	4,295.74	5,500.00
52085-h · Septic Services	797.50	750.00
Total 52085 · Utilities	31,679.59	41,350.00
Total 52000 · Site operating expense	65,641.41	77,725.00
52054 · Doggie Pot Station Supplies	361.48	1,000.00
53000 · Repairs & improvements		
53010 · Building Repairs/Service	6,416.90	7,500.00
53014 · Equipment Repair/Service	2,030.25	1,500.00
53016 · Excavation/grading services	0.00	2,800.00
53026 · Septic Repair/Service	0.00	1,000.00
53035 · Building Materials/Supplies	1,288.24	1,000.00
53036 · Landscaping Supplies	495.50	500.00
53037 · Floor Repair/Cleaning Service	0.00	700.00
53045 · Pool Repairs & Improvements	1,317.48	6,000.00
53050 · Sports court & grounds	249.99	1,500.00
53056 · Lawn & Ground Service	781.98	1,000.00
Total 53000 · Repairs & improvements	12,580.34	23,500.00
54000 · Committee expense		
54005 · Board of directors' expense	529.29	1,000.00
54009 · Communications Committee	128.22	100.00
54020 · Planning committee expense	171.73	500.00
54026 · Safety Committee	1,278.91	1,100.00
54030 · Social committee	3,511.17	6,300.00
54031 · Artisans Group	-1,584.49	0.00
54040 · Nominating Committee	0.00	800.00
Total 54000 · Committee expense	4,034.83	9,800.00

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06/11/25

Accrual Basis

BAYSHORE BEACH CLUB, INC.
Profit & Loss Budget vs. Actual
July 2024 through May 2025

	<u>Jul '24 - May 25</u>	<u>Budget</u>
55000 · Mobi Mat	1,433.69	
58000 · Contingency	0.00	15,525.00
61000 · Capital Outlay	83,124.32	85,000.00
Total Expense	<u>272,881.13</u>	<u>379,250.00</u>
Net Ordinary Income	<u>343,765.20</u>	<u>0.00</u>
Net Income	<u><u>343,765.20</u></u>	<u><u>0.00</u></u>

BAYSHORE BEACH CLUB, INC.

Balance Sheet

As of May 31, 2025

06/07/25

Accrual Basis

	May 31, 25
ASSETS	
Current Assets	
Checking/Savings	
10000 · Checking - 1st Security Bank	
10000-a · Checking - 1st Security	1,805.23
Total 10000 · Checking - 1st Security Bank	1,805.23
10002 · Funds for Operations-Money Mkt	
10002-l · Operating Funds - 6/30/25	39,557.39
10002-m · Operating Funds - 6/30/26	47,570.40
10002aa · Money Market - Reserve Account	26,114.52
Total 10002 · Funds for Operations-Money Mkt	113,242.31
10002b · Money Market CC Security	10,130.61
10020 · Petty Cash	
10020-a · General	50.00
10020-d · Pool	150.00
Total 10020 · Petty Cash	200.00
Total Checking/Savings	125,378.15
Accounts Receivable	
11000 · Accounts Receivable	284,667.20
Total Accounts Receivable	284,667.20
Other Current Assets	
Reserve Accounts	
10005 · CD Reserve Account 1st Security	140,278.00
10006 · CD 1st Security	130,520.63
Total Reserve Accounts	270,798.63
10003 · Long Term Reserve Accounts	
10004 · Raymond James Investment Svcs.	
10004-a · Flex Fund	250,059.06
Total 10004 · Raymond James Investment Svcs.	250,059.06
Total 10003 · Long Term Reserve Accounts	250,059.06
12500 · Deposits in transit	250.00

BAYSHORE BEACH CLUB, INC.

Balance Sheet

As of May 31, 2025

06/07/25

Accrual Basis

	May 31, 25
14000 · Prepaid expenses	
14000-a · Insurance	4,994.63
Total 14000 · Prepaid expenses	4,994.63
Total Other Current Assets	526,102.32
Total Current Assets	936,147.67
Fixed Assets	
18000 · Land	63,354.00
18250 · Property, plant & equipment	785,768.00
18500 · Accumulated depreciation	-665,133.00
18900 · Construction in progress	
18900a · Clubhouse Remodel	37,102.00
Total 18900 · Construction in progress	37,102.00
Total Fixed Assets	221,091.00
TOTAL ASSETS	1,157,238.67
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	3,570.28
Total Accounts Payable	3,570.28
Other Current Liabilities	
2110 · Direct Deposit Liabilities	-81.25
21400 · Payroll taxes payable	
21400-a · Payroll-FUTA	-390.58
21400-b · Payroll-FWH	238.00
21400-c · Payroll-MCARE	208.44
21400-d · Payroll-WBF assessment	-70.19
21400-e · Payroll-SUIOR	399.21
21400-f · Payroll-SWHOR	133.83
21400-g · Payroll-FICA	891.36
21400-h · Payroll-State Transit	-185.12
Total 21400 · Payroll taxes payable	1,224.95

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06/07/25

Accrual Basis

BAYSHORE BEACH CLUB, INC.

Balance Sheet

As of May 31, 2025

	<u>May 31, 25</u>
21410 · Wage Garnishments Payable	19.38
22250 · Rental Deposits	120.00
Total Other Current Liabilities	1,283.08
Total Current Liabilities	4,853.36
Total Liabilities	4,853.36
Equity	
31000 · General Fund Balance	776,405.04
Net Income	375,980.27
Total Equity	1,152,385.31
TOTAL LIABILITIES & EQUITY	1,157,238.67

Planning Committee Report to the Board of Directors, June 21, 2025

- 1) Report covers: Meeting minutes from April 23, May 7, 21, June 4, and June 11.
- 2) The Planning Committee continues to meet every other Wednesday from 9-11am. All members are welcome to attend. Our next meeting will be on June 25th.
- 3) Since last report:
 - a) Construction: (approved)
 - a. Paint: 7
 - b. Fence: 2
 - c. Deck: 4
 - d. Roof: 3
 - e. Siding: 1
 - f. House: 1
 - g. Garage: 1
 - b) Complaints filed: (new)
 - a. Trees: 10
 - b. Fence: 1
 - c. Boat: 3
 - d. Utility Trailer: 1
 - e. Dogs: 1
 - f. RV: 2
 - g. Garage: 1
 - h. Scotch Broom: 20
 - c) Complaint Letters Sent:
 - a. Information: 34
 - b. Notice of Violations: 12
 - c. Notice of Fines: 1
 - d. Fines:
 - d) Permits:
 - a. RV:2
 - b. Boat: 4
 - c. Construction Trailer: 1

One Action Item:

The Planning Committee would like to add Rob Wert (Division 6) to the committee. Rob has a wealth of knowledge in construction, and we feel he will be an asset to the committee. Rob has been attending meetings since April.

- I would like to make a Motion to add Rob Wert to the Planning Committee.

Due to other commitments, Jeff Moorhead has decided to leave the committee. We would like to thank him for his time and commitment over the last year. Thank you, Jeff!

Report submitted by Bayshore Planning Committee: Jeri Reinhart, Jeff Moorhead, Gary Brown (BOD Liaison), Roger Smith (President), & Paul Williams (Chair).

BUDGET COMMITTEE REPORT - JUNE 21, 2025

There are two revisions to the draft of the budget that need to be considered before approval:

1. Artisans income and expenses will not appear in the budget. The group will have their own bank account and manage it.
2. Line Item #53056 – Lawn & Ground Service should be \$1,000 instead of \$0.
(Kirk requested this be added back into the budget to cover the cost of having the ditch behind the houses on Parker and Oceania Lp. maintained.)

The Budget Committee is making the following recommendations:

1. Allot \$100,000 from Reserves to cover the costs for residing the south, east and north sides of the clubhouse.
2. Move all funds that are currently with Raymond James to another insured financial institution in June when the CD matures. (Carolyn has been gathering information about local banks and credit unions.)
3. Reconsider repairing the tennis court so it is usable. This was included in last year's budget but was tabled. (Last year the cost would have been \$3,300 to power wash and crack fill/match color or \$10,800 to power wash, resurface and crack fill.) The Budget Committee feels this is an asset that needs to be maintained.
4. Possibly increase fees for RV and Boat Permits and make the permits renewable every few years. (The Planning Committee has been asked by the Budget Committee to research this and make a recommendation to the BOD.)
5. Possibly raise the rental fees for the Clubhouse. (Maybe doubling the fees from the current \$25/hr for members/\$35/hr for non-members for the clubhouse and the current \$30/hr for members/\$40/hr for non-members for the kitchen.)

The Budget Committee wants to remind the BOD they are responsible for managing all Bayshore financials.

1. The entire board should be involved in reviewing and understanding monthly financial documents before approval.
2. The entire board should be involved in how the Reserve Fund is invested to ensure continued earnings from interest and to make sure funds are available to pay for Capital Projects.
3. The BOD is covered by liability insurance. The entire board should be involved in all major financial decisions.
4. A Working Meeting to discuss financials and investments could be helpful.

Mary Lou Morris, Bayshore Budget Committee

Social Committee Report - June 21, 2025

We are thrilled to share that 52 members attended the Members' Dinner on May 17th-our largest turnout yet for this event!

As we close out this fiscal year, I want to take a moment to reflect on my first year as Chair of the Social Committee. It has been a rewarding experience, and I'm incredibly proud of what we've accomplished together.

A heartfelt thank you to the Social Committee members and volunteers whose hard work and dedication made this year's events such a success. Your creativity and dedication brought our Bayshore Community together and made every gathering memorable.

Looking ahead, we have some exciting new events on the horizon. Stay tuned - there's more fun to come!

Upcoming Events:

Meet & Greet BBQ

Saturday, June 28th

3:00-7:00 PM

RSVP by: Friday, June 20th

Music by Dave Cowden

Music on the Patio

Saturday, July 19th

6:00-8:00 PM

Music by Mac Esposito

Submitted by,
Lynda Claro, Chair

Karen Moorhead, Board Liaison

Lynda Apel,

Wynell Elzenga,

Babe Hamilton,

John Westhafer

ELECTION COMMITTEE – JUNE 2025 REPORT

The Election Committee would like to thank: Mary Lou Morris, Sarah Dance, Uschi Gamel, Aaron Stovern, Jacque Smith, and Karen Moorhead for helping out with this years' election.

This years' election received 229 votes. Of those, 5 were invalid and 3 did not have signatures. 221 valid votes were cast:

Gary Brown 172

Sheila Jones 49

Sand Lobby Report – June 12, 2025

The Sand Lobby is need of volunteers. If interested please contact the office or Roger Smith (Liaison).

The committee would like to add Kathryn Knutson from Division 7.

(Motion to add)

1 action item

Roger Smith

Beach Access Task Force Monthly Report

June 2025

Members: Kenn Apel and Jana Hanford, Josh Hanselman (Board Liaison)

As most Bayshore members likely know by now, the Mobi-Mats are in place (66C) and are being used by many. The Task Force held a ribbon cutting event on May 24th to acknowledge the project was completed. The Mobi-Mat team (11 Bayshore volunteers) clears off the mats twice a week. The mats will stay in place until approximately the end of September at which time they will be rolled up and stored until next May.

At this point, there is no other task on which the Beach Access Task Force is focused, so it seems best to suspend the task force until the time it is needed again.

Kenn Apel, Chair
Beach Access Task Force