

BOARD OF DIRECTORS MEETING

Saturday, January 17, 2026

In Attendance:

Karen Moorhead, Corp. Secretary	Division 1
Kenn Apel, Director	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

President Smith welcomed everyone to the hybrid clubhouse and zoom meeting, and Corporate Secretary Moorhead determined a quorum was present. The Board of Directors meeting was called to order by President Smith at 1:01 pm.

President Smith added a few topics to today's agenda: Director Harris resignation; HR Manual update; and tennis court update.

President Smith announced the resignation of Director Harris. Thank you, Sarah, for your work and dedication.

President Smith moved and Vice President Hanselman seconded to accept the November 15, 2025 financials. Vote was unanimous in favor.

Treasurer Gardner moved and President Smith seconded to change the agenda to accept the December 2025 financials. Vote was unanimous in favor.

President Smith moved and Vice President Hanselman seconded to approve the December 7th, 2025 Emergency Meeting Minutes. Vote was unanimous in favor.

Director Apel requested word changes to the November 15th Board of Directors meeting minutes that reflected changes under Unfinished Business, ADA door (should be listed as power-assisted doors), as well as a correction to the wording under Member comments. The latter should read that there were no requests in the general survey results in 2022 to turn the street lights back on.

President Smith moved and Director Hanselman seconded to approve the November 15th Board of Director Meeting Minutes to include Director Apel's changes to the wording under Unfinished Business, ADA door, as well as the correction to the wording under Member comments, street lights. Vote was unanimous in favor.

President Smith introduced Bayshore's new webmaster and member, John Parulis, who developed the new Bayshore website. John Parulis gave a brief presentation. John will be available to help with updates, and will be working with the office to get them up to speed. John will research 'audio' ability for the vision impaired. The website will be up and running soon.

REPORTS:

FINANCIALS: Report Submitted.

FACILITIES: Report Submitted. Facility Manager McClain is looking into the purchase of a pool table light. If you have any input for the upcoming pool season relating to pool hours, policies, or schedule, please send your email

to the office.

Vice President Hanselman requested members not move any of the facility equipment, pool table, etc., and to please inform your renters if you rent your property. Please contact Facility Manager McClain if you have any concerns regarding the location of the equipment.

COMMITTEES:

PLANNING COMMITTEE: Report Submitted.

LONG-RANGE RESERVE/PHYSICAL ASSETS: No Report.

SAFETY COMMITTEE: No Report.

POLICIES AND PROCEDURES COMMITTEE: No Report. President Smith volunteered to step in for now as the liaison for the Policies & Procedures committee due to the resignation of Director Harris. Director Moorhead and Director Apel completed the updates to the new HR manual. This information will be separate from the Policies & Procedures manual and will be available for member view. (see Unfinished Business below).

SOCIAL COMMITTEE: Report Submitted.

COMMUNICATIONS: No Report. *President Smith moved and Director Brown seconded to add member John Parulis to the Communications committee. Vote was unanimous in favor.*

BUDGET/FINANCE: No Report.

SAND LOBBY: No Report.

President Smith moved and Director Apel seconded to approve the reports for the minutes. Vote was unanimous in favor.

UNFINISHED BUSINESS:

A. HR Manual: Director Apel stated several changes to the HR policies: 1) changed office personnel title to Office Coordinator; 2) sick leave will be combined with vacation leave into a new category called paid time off; 3) approved paid jury duty leave, minus the County contribution; and 4) added a new Board responsibility to reply to all job applicants during an interview process. Other edits, including grammatical and word consistency changes, also were made.

President Smith moved and Vice President Hanselman seconded to approve the HR manual updates. Vote was unanimous in favor.

B. Tennis Courts: Discussion took place regarding the bid from Pacific Ace (attached), to pressure wash, resurface, fill cracks with RiteWay crack repair, and add white lines to the tennis court and light blue lines for Pickleball court.

Vice President Hanselman reminded everyone that the Bayshore Board is legally obligated to upkeep the HOA assets.

President Smith moved and Director Apel seconded to approve up to \$19,000 from the contingency fund, to accept the bid from Pacific Ace to pressure wash, resurface, fill cracks and add lines to the tennis court. Vote was unanimous in favor.

Facility Manager McClain will notify Pacific Ace and the work will take place this May 2026.

President Smith moved and Vice President Hanselman seconded to take \$1,250 from the Spring Clean-up 2026 budget of \$2000 to clean-up and remove all vegetation growth within a 5 foot perimeter around the north and west sides of the tennis court. Vote was unanimous in favor.

President Smith moved and Director Hanselman seconded to authorize up to \$750 from the \$2000 Spring Clean-up 2026 budget to cover the cost of a 40 yd dumpster to haul the debris at Hilton Park. Vote was unanimous in favor.

C. Bayshore Entrance Sign Update: Member Lynda Apel of the Artisans Group gave an update on the Bayshore sign project, mentioning she spoke with the manager at Meredith who approved the location of the Bayshore sign on their property. Meredith would like Bayshore to upkeep the area around the sign. Lynda Apel would like a notarized legal document with Meredith that outlines the conditions of the sign agreement.

Director Apel moved and Director Hanselman seconded to allow the Artisans to discuss conditions with the owner of Meredith, and to get something in writing. Vote 5 Yes and 2 No, vote was approved.

Noted that the Bayshore sign project has been funded through donations from events put on by the Artisans with no cost to Bayshore HOA.

NEW BUSINESS:

A. Nominating Committee: Karen Moorhead volunteered to be the liaison for the Nominating committee.

President Smith moved and Vice President Hanselman seconded to accept Ray Gamel, Rob Wert and Jeri Reinhart to the Nominating committee. Vote was unanimous in favor.

B. 2026 AARP Community Challenge Grant Program: Director Apel discussed various ideas for small grants up to \$15,000 stating last year he applied for a grant to purchase outdoor exercise equipment for the park, but was denied. Director Apel would like to try again this year, mentioning one of AARP's priority grants would be for "activities training programs to engage residents that are 50 +". Other ideas include: 1) community gardens, 2) accessibility improvements to public amenities; 3) fix ramp to the upstairs clubhouse; 3) minor fixes to bathrooms power-assisted bathroom door, larger stall, accessible sink). 4) pool lift. Director Apel suggested initially contacting him via the office with any grant ideas.

C. Office Printer: The printer was budgeted in 2025 to spend up to \$800 for a new printer/copier if needed. The need came up in January 2026. After some research, the Board decided on the Brother MFCL3780 printer/copier.

Director Apel moved and Director Hanselman seconded to approve the purchase of the Brother MFCL3780 printer/copier in the amount of \$569.00. Vote was unanimous in favor.

D. Folding Tables: This topic is tabled.

E. Create New Committee (History): President Smith discussed an idea to create a Bayshore History Committee, and after some discussion the board decided to create a History Work Group instead of a Committee, which will save the Policies & Procedures committee the work related to forming a C-1 committee. The work group will put together articles, as well as have a web page so people can look at the history of Bayshore. For example, Oceania Drive used to be where the ocean was (all water), and Director Apel has done articles on the

history of the hotel. An email will be sent from the office for interested members to contact President Smith.

President Smith moved and Vice President Hanselman seconded to create a new Work Group titled Bayshore's History. Vote was unanimous in favor.

F. Clubhouse/Pool Use Rules: Vice President Hanselman suggested members email the office if you have any thoughts or schedule changes to the pool schedule this season. There have been concerns about too much flexibility in guest policy relating to pool use, and the Board may make changes to the member card wording on the back of the card. There has been discussion with the Facility Manager to work on an update to the security cameras in the recreation room.

Director Hanselman spoke briefly about an idea that members could potentially use a key card to open the Clubhouse, for security measures, and would remove the task of opening and closing the building from the Facility Manager. Vice President Hanselman will bring a presentation to the Board at the March meeting.

Vice President Hanselman received a request from a local Kayak group asking if they can use the pool for a Kayak Rescue class one afternoon before the pool opens, and they would have their own liability insurance. Members could contact the group if they want to participate in the class and have a kayak.

Vice President Hanselman moved and Director Brown seconded to allow a half day Kayak class prior to the pool opening. Vote was unanimous in favor.

GMR (Global Music licensing), has reached out to Bayshore requesting Bayshore get a music license from them to play music in the Clubhouse, televisions, back patio, etc. The license gives businesses authorization to play music and can cost anywhere from \$250 to \$2000. More information to follow.

MEMBER COMMENTS:

Director Apel relayed a request from member Trish Ferrell-French, the wife of Jon French. Jon French was a member and dedicated volunteer to Bayshore before his recent passing. As Jon was a dedicated volunteer, and one of Bayshore's 'weed whackers', who tackled Lake View park on occasion, Trish would like to put a bench and plaque up at the park in honor of his life.

Director Apel moved and President Smith seconded to allow a bench and plaque at Lake View park in honor of Jon French. Vote was unanimous in favor.

Dave Smith thanked the Board for making the outside of the clubhouse look great. Dave inquired if the Artisans or volunteers could stain the balcony, as well as clean up the area around the pool fence (remove the "hanging" boards and take down the Christmas lights). President Smith stated he would remove them.

Dave Smith also mentioned he would like to donate a security camera system and a doorbell camera system to Bayshore. President Smith thanked Dave and suggested he reach out to Facility Manager McClain.

Pam Sturgeon asked about the comment that suggested a 'finance mis-management matter' that was written in the October meeting minutes. Vice President Hanselman stated the situation was resolved and nothing out of the ordinary needed to be reported. Corporate Secretary Moorhead replied stating that she had a concern that things were not appropriately recorded. There is not a concern regarding theft but that the records are not correct. Other board members did not feel the amount in question was worth the effort to correct the mistakes. Vice President Hanselman stated a new policy for the committee members to fill out a committee receipt request form is in place so there should not be any future issues.

ADJOURNMENT: *President Smith moved and Director Hanselman seconded to adjourn the meeting at 3:04 pm. Vote was unanimous in favor.*

Minutes prepared by Kathy Drossel, Office Coordinator

FULLMAN

To: Bayshore Board of Directors

Date: January 5, 2026

Please accept this letter as formal notification that I am resigning from my position as Director of Division 2 on the Bayshore Board of Directors, effective January 5, 2026.

Unfortunately, due to health issues that require my full attention, I am no longer able to fulfill the responsibilities of this role. I have appreciated the opportunity to serve our community.

Sincerely,

Sarah Harris