

**BAYSHORE BEACH CLUB, INC. BOARD OF DIRECTORS MEETING**  
**Saturday, April 18, 2026 Agenda**

<b>Quorum</b>			<b>Attending</b>	<b>Absent</b>
Karen Moorhead	Corporate Secretary	Division 1	_____	_____
Kenn Apel	Director	Division 1	_____	_____
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	_____	_____

**Welcome**

Motion to Approve Special Board of Director Meeting Minutes from April 3, 2026

Motion to Approve Financials for March 21, 2026

Motion to Approve Board of Director Meeting Minutes from March 21, 2026

**Reports**

**A. Financial Report:** Carolyn Gardner, Treasurer; **Financials Submitted; No Report**

**B. Facilities:** Kirk McClain, Facility Manager; **Report Submitted (Action Items)**

**C. Committees:**

1. **Planning:** Paul Williams, Chair; Gary Brown, Liaison; **Report Submitted**

2. **Long Range Reserve & Physical Assets:** No Chair; Josh Hanselman, Liaison; **No Report**

3. **Policies and Procedures:** No Chair, Roger Smith, Liaison; **Report Submitted (2 Action Items)**

4. **Social:** No Chair; Karen Moorhead, Liaison; **No Report (Lynda Claro Resignation Attached)**

5. **Budget/Finance:** Mary Lou Morris, Chair; Carolyn Gardner, Liaison; **Report Submitted**

6. **Safety:** Dave Smith, Chair; Josh Hanselman, Liaison; **No Report**

7. **Communications:** No Chair; Megan Hanselman, Liaison; **Report Submitted**

**D. Motion** to include all reports for minutes

**Unfinished Business**

**A. Div 2 Park Update**

**New Business**

**A. Pool Schedule/Fees** – Kirk McClain

**B. Spring Clean Up** – Dave Smith

**C. Possible Presentation from new Hotel Owners**

**D. ORS 105.668** – Kenn Apel

**Member Comments**

**Motion for Executive Session**

**Adjournment**

**Zoom Link for Bayshore Board of Directors Meeting**

Time: 1:00 PM Pacific Time

Join Zoom Meeting:

<https://us06web.zoom.us/j/85738697641?pwd=EIARW9iaidmflX4E8bZAP3v37xbAF.1>

**Meeting ID:** 857 3869 7641

**Passcode:** 793760

## BAYSHORE BEACH CLUB, INC.

## Balance Sheet

As of March 31, 2026

04/06/26

Accrual Basis

	<u>Mar 31, 26</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10000 · Checking - 1st Security Bank	
10000-a · Checking - 1st Security	2,677.14
Total 10000 · Checking - 1st Security Bank	2,677.14
10002 · Funds for Operations-Money Mkt	
10002-m · Operating Funds - 6/30/26	49,536.26
Total 10002 · Funds for Operations-Money Mkt	49,536.26
10002b · Money Market CC Security	10,185.42
10020 · Petty Cash	
10020-a · General	50.00
Total 10020 · Petty Cash	50.00
Total Checking/Savings	62,448.82
<b>Accounts Receivable</b>	
11000 · Accounts Receivable	12,778.69
Total Accounts Receivable	12,778.69
<b>Other Current Assets</b>	
<b>Reserve Accounts</b>	
10005 · CD 1st Security #1	144,415.68
10006 · CD 1st Security #2	134,978.20
10007 · Savings Account - 1st Security	5,182.99
Total Reserve Accounts	284,576.87
10003 · Long Term Reserve Accounts	
10009 · Oregon State Credit Union CD	200,513.07
10009a · OSU - savings	5.00
10009b · 1st Security Long Term CD	21,188.81
10009c · OSU High Yield Savings	1,029.68
Total 10003 · Long Term Reserve Accounts	222,736.56
12500 · Deposits in transit	550.00
14000 · Prepaid expenses	
14000-a · Insurance	13,907.85
Total 14000 · Prepaid expenses	13,907.85
Total Other Current Assets	521,771.28
Total Current Assets	596,998.79
<b>Fixed Assets</b>	
18000 · Land	60,170.00
18250 · Property, plant & equipment	700,114.00
18500 · Accumulated depreciation	-515,397.00
18900 · Construction in progress	
18900a · Clubhouse Remodel	37,102.00
18900 · Construction in progress - Other	33,159.00
Total 18900 · Construction in progress	70,261.00
Total Fixed Assets	315,148.00
<b>TOTAL ASSETS</b>	<b>912,146.79</b>

## BAYSHORE BEACH CLUB, INC.

04/06/26

## Balance Sheet

Accrual Basis

As of March 31, 2026

	<u>Mar 31, 26</u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 · Accounts Payable	776.45
<b>Total Accounts Payable</b>	776.45
<b>Credit Cards</b>	
20001 · 1st Security Bank Credit Card	29.99
<b>Total Credit Cards</b>	29.99
<b>Other Current Liabilities</b>	
2110 · Direct Deposit Liabilities	-2,248.64
21400 · Payroll taxes payable	
21400-a · Payroll-FUTA	90.07
21400-b · Payroll-FWH	120.00
21400-c · Payroll-MCARE	149.26
21400-d · Payroll-WBF assessment	-21.21
21400-e · Payroll-SUIOR	-201.55
21400-f · Payroll-SWHOR	344.00
21400-g · Payroll-FICA	638.30
21400-h · Payroll-State Transit	-159.76
21400-i · Payroll-Paid Family Leave	98.16
21400-j · OR penalty	-33.95
21400 · Payroll taxes payable - Other	-103.26
<b>Total 21400 · Payroll taxes payable</b>	920.06
21410 · Wage Garnishments Payable	19.38
21500 · Deferred revenue	280.00
22250 · Rental Deposits	120.00
<b>Total Other Current Liabilities</b>	-909.20
<b>Total Current Liabilities</b>	-102.76
<b>Total Liabilities</b>	-102.76
<b>Equity</b>	
31000 · General Fund Balance	877,594.82
Net Income	34,654.73
<b>Total Equity</b>	912,249.55
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>912,146.79</b>

**BAYSHORE BEACH CLUB, INC.**  
**Profit & Loss Budget vs. Actual**  
 July 2025 through March 2026

	Jul '25 - Mar 26	Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
40026 · - 2025 -2026 Membership Dues	282,940.00	284,200.00
42000 · Boat & RV Permits	275.00	250.00
42500 · Building use fees	1,580.00	2,000.00
44000 · Donations/Miscellaneous Income		
44000-T · Refund	72.42	
44000hh · Donations-Capital Improvements	50.00	
44000mm · Moby Mat Donations	470.00	2,000.00
<b>Total 44000 · Donations/Miscellaneous Income</b>	592.42	2,000.00
44500 · Height Variance Requests	200.00	600.00
45000 · Interest and late fees		
45000-a · Interest & late fees - dues	3,293.98	1,750.00
45000-c · Interest - savings & investment	16,193.53	7,000.00
<b>Total 45000 · Interest and late fees</b>	19,487.51	8,750.00
46000 · Lien Fee Reimbursement	1,000.00	600.00
46500 · Pool Pass/Diaper Sales	2,819.89	4,000.00
47000 · Returned Check Charges	0.00	25.00
47500 · Transfer Fees	4,050.00	5,000.00
48000 · Violation Fines	700.00	
48600 · Budgeted from reserves	0.00	100,000.00
<b>Total Income</b>	313,644.82	407,425.00
<b>Gross Profit</b>	313,644.82	407,425.00
<b>Expense</b>		
50000 · Operating Personnel		
50005 · Office Administrator - wages	27,352.11	40,000.00
50020 · Facilities Manager- wages	26,306.25	35,000.00
50024 · Pool attendants - wages	14,170.41	23,000.00
50025 · Employees-p/r taxes	8,484.98	15,000.00
50030 · Employees-SAIF	466.78	700.00
50055 · Operating Personnel expenses		
50055-b · Facilities Manager- vehicle	245.03	400.00
50055-h · Office Manager - vehicle	43.75	250.00
<b>Total 50055 · Operating Personnel expenses</b>	288.78	650.00
<b>Total 50000 · Operating Personnel</b>	77,069.31	114,350.00
51000 · Administrative expense		
51005 · Accounting Fees	0.00	6,000.00
51015 · Bad debt expense	84.08	
51020 · Bank Fees	20.00	25.00
51035 · Postage Machine Leasing	432.00	700.00
51040 · Insurance		
51040-a · Board Liability-D&O and tail	7,155.90	9,500.00
<b>Total 51040 · Insurance</b>	7,155.90	9,500.00
51050 · Legal Fees	3,448.50	5,000.00
51055 · Lien fees	532.00	600.00
51065 · Office Supply Purchases		
51065-a · Printing and Reproduction	1,708.89	5,000.00
51065-b · Postage & shipping	599.12	5,000.00
51065-c · Office Supplies	1,205.81	2,000.00
51065-d · Computer costs	1,243.80	1,500.00
51065-e · Quickbooks payroll expense	600.00	800.00
<b>Total 51065 · Office Supply Purchases</b>	5,357.62	14,300.00

**BAYSHORE BEACH CLUB, INC.**  
**Profit & Loss Budget vs. Actual**  
**July 2025 through March 2026**

	Jul '25 - Mar 26	Budget
51080 · Telephones	945.00	1,500.00
51081 · Internet expense	900.00	1,200.00
51085 · UBIT - tax	256.00	300.00
<b>Total 51000 · Administrative expense</b>	<b>19,131.10</b>	<b>39,125.00</b>
52000 · Site operating expense		
52005 · Clubhouse decor	0.00	200.00
52020 · Insurance		
52020-a · Flood Insurance	3,345.72	5,000.00
52020-b · Property Insurance-Commercial	18,258.03	24,500.00
<b>Total 52020 · Insurance</b>	<b>21,603.75</b>	<b>29,500.00</b>
52025 · Cleaning & Sanitation	449.42	1,000.00
52035 · Licenses & permits	976.20	2,500.00
52050 · Playgrounds & Parks	249.99	200.00
52051 · Equipment Rental	0.00	200.00
52053 · Spring Clean-Up	0.00	2,000.00
52055 · Pool - Chemicals & supplies	1,419.97	5,000.00
52065 · Recreational equipment	1,394.09	300.00
52085 · Utilities		
52085-a · Clubhouse TV & Radio	1,414.94	2,000.00
52085-b · Electricity	3,412.03	5,000.00
52085-c · Propane - Clubhouse & Pool	16,149.58	26,000.00
52085-e · Trash	1,825.50	2,600.00
52085-f · Water	3,724.76	6,100.00
52085-h · Septic Services	0.00	800.00
<b>Total 52085 · Utilities</b>	<b>26,526.81</b>	<b>42,500.00</b>
<b>Total 52000 · Site operating expense</b>	<b>52,620.23</b>	<b>83,400.00</b>
52054 · Doggie Pot Station Supplies	625.41	800.00
53000 · Repairs & improvements		
53010 · Building Repairs/Service	484.15	7,500.00
53014 · Equipment Repair/Service	1,483.78	1,750.00
53016 · Excavation/grading services	0.00	4,000.00
53026 · Septic Repair/Service	225.00	1,000.00
53035 · Building Materials/Supplies	800.04	1,700.00
53036 · Landscaping Supplies	39.95	500.00
53037 · Floor Repair/Cleaning Service	0.00	700.00
53045 · Pool Repairs & Improvements	3,134.00	6,000.00
53050 · Sports court & grounds	825.57	1,000.00
53056 · Lawn & Ground Service	0.00	1,000.00
<b>Total 53000 · Repairs &amp; improvements</b>	<b>6,992.49</b>	<b>25,150.00</b>
54000 · Committee expense		
54005 · Board of directors' expense	1,054.67	1,000.00
54009 · Communications Committee	95.88	250.00
54020 · Planning committee expense	185.52	500.00
54026 · Safety Committee	83.97	1,100.00
54030 · Social committee	1,958.45	5,500.00
54040 · Nominating Committee	0.00	900.00
<b>Total 54000 · Committee expense</b>	<b>3,378.49</b>	<b>9,250.00</b>

1:10 PM

04/04/26

Accrual Basis

**BAYSHORE BEACH CLUB, INC.**  
**Profit & Loss Budget vs. Actual**  
July 2025 through March 2026

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	<u>Jul '25 - Mar 26</u>	<u>Budget</u>
55000 · Mobi Mat	314.87	2,000.00
58000 · Contingency	0.00	33,350.00
61000 · Capital Outlay	118,883.18	100,000.00
<b>Total Expense</b>	<b>279,015.08</b>	<b>407,425.00</b>
<b>Net Ordinary Income</b>	<b>34,629.74</b>	<b>0.00</b>
<b>Net Income</b>	<b>34,629.74</b>	<b>0.00</b>

Date: April 13, 2026

To: Bayshore Board of Directors

From: Kirk McClain, Facilities Manager

Subject: April 2026 Board Report

>\* action items

>Discussion items

>\*Pool

Attached is the tentative pool schedule for 2026. The only change was adding another hour of lap swim. I had member input requesting this and lap swimmers are supportive and use the pool regularly.

We had some problems and confusion with regard to member passes being improperly used last season and would like the board and members to discuss policies.

I would like to reapproach the board about selling water/soda, t-shirts and hats and possibly bath towels to help with pool funding.

>\*Rec room Pass

I would like to offer a rec room pass to vacation renters non pool season. Fee discussion. Also, discussion about all people signing in when they use the clubhouse or pool.

>\*Tennis court

I am going to start prepping for tennis court resurfacing and need to discuss the funding for the company to clear and mulch vegetation around the perimeter of court as well as funding for resurfacing.

>Bids

I've been asked to secure bids for residing, replacing roof, replacement of some doors on the garage/equipment room as well as a bid to patch/repair tennis court fence. I am working on those this week.

>Dog Poo station

Bayshore is installing another dog poo station in Division 3 near path over canals.

>Heating Contractor

My heater tech retired and the clubhouse is looking for a Heating contractor. Any suggestions?

**2026 DAILY POOL SCHEDULE (Opens Saturday 5/23/2026)  
(Sessions run 7 days a week)**

<b>Session description</b>	<b>Session time period</b>
Aquasizers (members and guests)	9:00 AM to 10:00 AM
Lap swim (members and guests)	10:00 AM to 12:00 PM
Adult Members and adult guests	12:00 AM to 1:00 PM
<b>**OPEN SWIM</b>	1 PM to 5 PM
Members and Guests	5 PM to 6:30 PM
Adult Members and Adult Guests	6:30 PM to 7:30 PM
Pool closes	7:30 PM

\*\*During “**OPEN SWIM**” members, member’s guests, and Bayshore vacation renters may use the pool. Bayshore vacation renters must pay a fee to use the pool. Vacation renters are allowed to use the activity room if they have a pool pass.

**The last day of the 2026 season will be Sunday September 6th<sup>th</sup> 2026.**

**OPEN SWIM FEES FOR VACATION RENTERS:**

Day use single person	\$10
Day use family pass, up to 5 people	\$35
7 day family pass, up to 5 people	\$100

**Questions?** Call 406-224-3694 for questions or more information.

The Bayshore Beach Club pool and rec room are a HAPPY place. Have fun!!

# BAYSHORE BEACH CLUB, INC.

## 2026 POOL VACATION RENTER RULES AND FEES

1. Purchase of a pool pass from Bayshore gives vacation renters access to our pool and shower rooms. This season ALSO access to our Activity Room providing ping-pong table, pool table, weights, etc..
  - a. Vacation renters must provide proof of a rental agreement of a Bayshore property which includes the property address, must present a picture ID, and pay the required fees at the Pool Attendant desk to use our facilities.
  - b. Fees are \$10.00 per person per day above 3 years of age...**regardless of whether or not the person swims**. Pool passes can also be purchased for one day for a family of five for \$35.00 or a 7-day pass for a family of 5 for \$100.00.
2. Adult(s) whose name(s) are on the rental agreement:
  - a. **MUST** purchase the passes
  - b. **MUST** be in the facility at all times with other persons occupying the same rental property
  - c. Will be held responsible for their group
3. Vacation Renters are allowed to swim from **1:00 PM to 5:00 PM** seven days a week. The **MAXIMUM** number of vacation renters using the pool at one time is 10 renters.
4. **NO ALCOHOL** is permitted on the premises.
5. **NO** food or beverages other than **WATER IN PLASTIC BOTTLES** are allowed inside the pool enclosure. Food is allowed in the patio area adjacent to the pool. Soft drinks, tea, etc., are allowed in the patio but no glass containers are allowed.
6. Swimmers **MUST** shower in the provided locker rooms prior to entering the pool.
7. All children 2-years of age and under **MUST** wear a swim diaper. Swim diapers are available at no cost at the pool attendant's desk.
8. **ABSOLUTELY NO DIVING, "CANNONBALLS", etc., OR RUNNING IS ALLOWED IN THE POOL AREA.**
9. Please note that there are no lifeguards present at the Bayshore pool.

**2025 DAILY POOL SCHEDULE (Opens Thursday 5/22/2025  
(Sessions run 7 days a week)**

<b>Session description</b>	<b>Session time period</b>
Aquasizers (members and guests)	9:00 AM to 10:00 AM
Lap swim (members and guests)	10:00 AM to 11:00 AM
Members and guests	11:00 AM to 12:00AM
Adult Members and adult guests	12:00 AM to 1:00 PM
<b>**OPEN SWIM</b>	1 PM to 5 PM
Members and Guests	5 PM to 6:30 PM
Adult Members and Adult Guests	6:30 PM to 8:00 PM
Pool closes	8:00 PM

\*\*During “**OPEN SWIM**” members, member’s guests, and Bayshore vacation renters may use the pool. Bayshore vacation renters must pay a fee to use the pool. Vacation renters are allowed to use the activity room if they have a pool pass.

**The last day of the 2025 season will b Sunday September 14<sup>th</sup> 2025.**

**OPEN SWIM FEES FOR VACATION RENTERS:**

Day use single person	\$10
Day use family pass, up to 5 people	\$35
7 day family pass, up to 5 people	\$100

**Questions?** Call 406-224-3694 for questions or more information.

**PLANNING COMMITTEE REPORT  
APRIL, 18, 2026**

**CARF:**

New Construction 1  
New Fence 2  
Height Variance Request 1

**NOTICE OF FINE:**

Trees 2

**COMPLAINTS:**

Tree 5  
Unkempt yard 3  
Encroaching on property line (fence) 1

**PERMITS:**

Boat 1  
RV permit, 1

**LETTERS SENT:**

Scotch Broom 9  
Unpermitted Camper 1  
Trees 2

## Policies & Procedures BOD Report for April

The first draft of updated version of this document is nearly completed. I was hoping to be able to share by this month's meeting, however, other more pressing issues came up. My vision is to have this document be all encompassing. Not only will we have policies & procedures, but also a place where you can find Forms that may be needed by all. No more waiting for the office to print a form. You'll be able to go to the website, pull up this document, and download/print the form you need. I am hoping to have a draft available for review by the Annual Members Meeting in May.

### Action Items:

1. In the 2024 P&P document, Section M1, #4 states:

Members must accompany their guests.

However, members may designate up to eight adult family members or family friends (four on each card) who may utilize the facilities unaccompanied. (Contradictive to the line above and what is written on the Membership Card)

Both members and authorized family members or family friends may bring up to four guests per card.

Members remain responsible for the actions of persons gaining access with their membership cards.

I would like to change this section to read as follows:

#### **Guest Access and Authorized Users**

Members may designate up to eight (8) adult family members or family friends—four (4) members per card—who may use the facilities unaccompanied by the member. These authorized guests must have their name written on the back of membership card.

Cards must be presented to use the pool or other facilities.

~~Both members and authorized adult family members or family friends may bring up to four (4) guests per card.~~

**Members remain responsible for the actions of those authorized people gaining access with their membership cards**

2. 2026/2027 Membership Cards are coming up for renewal and printing. On the back of each card it states: ~~Authorized member must accompany guest.~~ (Remove this line from new membership cards.)

Roger Smith, Liaison

## **BUDGET COMMITTEE REPORT**

**APRIL 18, 2026**

The Budget Committee has finished a draft of the budget for 2026-2027. A copy of the draft has been given to the BOD for their review.

The Budget Committee, with input from Kathi O’Leary, Kirk McClain and Carolyn Gardner, discussed the budget making adjustments for increases and decreases in each line item. The Profit & Loss Budget vs. Actual as of February 2026 was used as a starting reference.

The Budget Committee is making the following recommendations for the budget:

1. Increase dues to \$290/lot, which is a \$10 increase. The total amount, with the increase, is under Income as Membership Dues.
2. Using the Bayshore Long Range Physical Asset Plan, dated 2/2025, the Board should consider the following for the Capital Outlay projects:

Replace the doors on the west side of the clubhouse. The doors and installation would cost approximately \$10,500 and the electrician would charge \$1,500, for a total cost of \$12,000.

Replace the equipment room roof, equipment room siding, and equipment room doors (4). The roof and siding were last replaced in 2003 and the doors were replaced in 2006. Kirk has agreed to contact the contractor that did the clubhouse siding this past year. He thinks the contractor can do all of the project and will get a bid.

These projects would be funded from Reserves.

(The draft of the budget currently does not include an amount Budgeted from Reserves or Capital Outlay. These will be added to the budget when the Board makes their decision about the projects at the July BOD meeting prior to approving the budget.)

Submitted by  
Mary Lou Morris, Chair  
Bayshore Budget Committee

## Communications Committee Report

### Board of Directors Meeting

April 2026

Committee: Kenn Apel (Breeze Editor), Mary Leighton (Breeze Copy Editor), John Parulis (Webmaster), and Megan Hanselman (Board Liaison)

1. A special election issue of the Breeze containing information on candidates running for the Board will be published immediately after the April 18<sup>th</sup> Board of Directors meeting. The guest editor for that issue is Mary Leighton, Breeze Copy Editor.
2. Because of the special election issue being published mid-April, which will be the second issue published in April, there will be no May issue. The next full issue of the Breeze will be published in early June.
3. There still is time to complete the **Breeze survey** about how the Breeze is delivered to members. Click [here](#) to take the very short survey.

Dear Members of the Board,

I'm writing to let you know that I will be stepping down from my role as Social Committee Chair effective immediately due to my impending move.

Over the past two years, this incredible group of individuals has accomplished so much together. We reduced the Social Committee budget by \$2,300 and gave back \$2,086 last year, and are on track to give back again this year.

More than numbers, I'm grateful for the opportunity to have fun together, create great memories, and build lasting friendships. I thank them for all their support, dedication, and for making this experience so meaningful.

Wishing the Social Committee team continued success,  
Lynda Claro