

**BAYSHORE SKI & RACQUET CLUB
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING-OPEN SESSION
August 16, 2025**

DIRECTORS PRESENT: Ron Zurek (President), Ellen Kosmatka (Vice-President/Treasurer), Shelley Silver (Vice-President/Secretary), and Bill Kay (Vice-President/Director at Large)

DIRECTORS ABSENT: Solomiya Pyatkovska (Vice-President/Director at Large)

HOMEOWNERS PRESENT: Paul Steffen, Rosemary Jung

PROPERTY MANAGER: Mindy Vermilion, Email: bayshorebigbear@gmail.com, Tel: (818) 489-4511, Fax: (909) 866-4074, Mailing address: PO Box 1224, Big Bear Lake, CA 92315.

I. **Call to Order:** Ron Zurek called the open session meeting of the Bayshore Ski & Racquet Club Homeowners Association to order at 10:09 a.m., Saturday, August 16, 2025, via Zoom video / telephone conference call.

II. **Welcome and Introductions:** All in attendance were introduced and welcomed.

III. **Approval of Minutes of the July 19, 2025 Meeting:** Motion to approve the Minutes as submitted made by Ellen Kosmatka, seconded by Bill Kay. Vote: 3-0-1, approved. Shelley Silver abstains due to her absence at the July meeting.

IV. **Reports:**

- A. **Manager's Report:** Report submitted and read by Mindy Vermilion. A copy of the Manager's Report is available to all Homeowners by request. Please contact Mindy Vermilion for a copy.
- B. **Landscaping Report:** Solomiya Pyatkovska not present, no report given.
- C. **Architectural & Property Report:**
 - 1. **Violations:** Verbal report given by Bill Kay. 19 Correction notices were sent May 1st, with a deadline for compliance of August 31st. A reminder notice was sent July 18th. At the time of the meeting, 11 notices were satisfied. Two notices are in the building with roof replacement work; therefore those owners will receive an extension to after the roof work is complete, weather permitting. Continued updates through summer.
 - 2. **Requests:** None.
- D. **Treasurer's Report:** Summary report provided and read by Ellen Kosmatka. Motion to approve the summary report made by Bill Kay, seconded by Shelley Silver. Vote: 4-0, approved.

V. **Old Business:**

- A. **2025 Projects – Discussion Regarding Projects for Operating and Reserve Budgets:**
 - 1. **Roof Project – Building 681:** Projected start date was August 4th. After demolition of the second story roof, it was discovered that extensive roof structural reframing is not needed. This will be a significant saving to the HOA. The projected time for completion is approximately four weeks, weather permitting. Homeowners are and will continue to be notified of the project progress through completion. Further update in September.
 - 2. **Painting – Building 755 and Portions of 723 and 749:** The start date for Building 755 is set for September 15th; Homeowners will be notified.

VI. **New Business:**

- A. **Management – Timeline for Transition from DRM to Wheeler Steffen Property Management – Special Guest Paul Steffen Present for Q & A:** Question and answer session held with Paul

Steffen, the Board of Directors, Manager Mindy Vermilion and Homeowner(s) present. Motion to approve the contract with Wheeler Steffen Property Management, effective October 1, 2025, made by Bill Kay, seconded by Shelley Silver. Vote: 4-0, approved.

Official start day for Wheeler Steffen Property Management is October 1, 2025. Notification will be sent to all Homeowners regarding where to send payments beginning 10/1/25. Mindy Vermilion will continue to be a liaison for the Board between management companies to ensure a smooth transition. Further update in September.

B. Contracts and Proposals:

1. Stalcup Landscaping – Willows Trimming: Motion to approve the proposal as submitted made by Bill Kay, seconded by Shelley Silver. Vote: 4-0, approved.
2. Stalcup Landscaping – 2026 Maintenance Contract: Discussion held; Tabled to September.
3. Stalcup Landscaping – Planter Maintenance Proposals: Discussion held; Tabled to September.
4. SCT Reserve Consultants – Level III Reserve Report Study Proposal: Motion to approve the Level III reserve study report proposal as submitted made by Ellen Kosmatka, seconded by Bill Kay. Vote: 4-0, approved.
5. All American Spa Service – Winterization Proposal: Motion to approve the winterization proposal for the north pool and south pool & spa as submitted made by Shelley Silver, seconded by Bill Kay. Vote: 4-0, approved.
6. All American Spa Service – Winter Services Contract: Discussion held; Tabled to September.

C. 2026 Budget – First Draft: First draft of the 2026 budget presented, and long discussion held. The Budget Committee will take comments from the Board to their next meeting and return with a final draft budget in September.

VII. Emergency Items Not on the Agenda: None

VIII. Homeowner's Presentations and Comments: *(Agenda Policy SB 528 - Open Meeting Act - The Board is no longer able to discuss or take action on any item that is not on the scheduled Agenda. The Board requests that any owner that would like a matter placed on the Agenda for review that you provide your request in writing to the management company at least ten (10) days prior to the meeting.)*

IX. Property and Association Issues Not On Agenda (In Executive Session Book):

- A. Correspondence:** Correspondence received from Homeowner 749-A regarding a notice received from her insurance company. Tree branches will be cut back per the notice requirements.

- B. Legislation:** None

X. Next Meeting of the Board of Directors: **10:00 a.m., Saturday, September 20, 2025** via Zoom video/telephone conference call. Meeting information including agenda and Zoom link/call-in information to be provided by general notice no less than (5) five days prior to the meeting.

Please note: California's Governor signed Assembly Bill (AB) 648 regarding virtual board meetings into law on September 22, 2023. CAI-CLAC sponsored this bill, which amends the Civil Code to permit board meetings to take place virtually, without there being any physical location requirement, as long as certain notice and accessibility requirements are complied with. The change to the law is effective January 1, 2024. As such, meetings will be held via Zoom and Homeowners will be provided with the meeting link and call-in information no less than five days prior to the meeting. If a physical location is also available, Homeowners will be notified.

For the most up-to-date meeting and Association information, please refer to the community bulletin board (located next to the center trash enclosure) or the Association website: www.bayshorehoa.org

- XI. **Motion to Adjourn:** Motion to adjourn the Open Session at 12:03 p.m. made by Shelley Silver, seconded by Ellen Kosmatka. Vote: 4-0, adjourned.

Respectfully submitted by:

Mindy Vermilion, Recording Secretary

Shelley Silver, Association Secretary