

North Bay Park

Board Meeting Minutes

Saturday, 04-25-26 at 8:30 am Clubhouse

Board Meeting was opened for owner Q&A/No Members in attendance.

1. Call to Order by President, Trevor Henderson at: 8:32 am

In attendance: Trevor Henderson, Henry Somers, Steve Menzies, Darrell Campfield, and Della Janzen

INTEGRA: Cindyrae Mehler & Kayla Hardenbrook – Integra Management

2. **Approval of Minutes:** Motion made by Henry Somers to approve the Organizational Meeting Minutes from 02-21-26; 2nd by Steve Menzies; and, passed.

3. **INTEGRA Management financials:**

➤ Review 03-31-26 Financials	Operating Acct	\$ 72,172.73
	Peoples Bank Reserves	\$ 12,278.50
	Western Alliance Reserves	<u>\$ 63,499.89</u>
	Total Bank of:	\$ 147,951.12

We are over Budget in expenses by \$599.28 thru 03-31-26 noting real property taxes for the park have been paid in full for 2026. Park Members are doing wonderful in keeping their payments current.

4. **General Business:**

Signature Cards at the bank: Trevor Henderson and Henry Somers will arrange a day to go to the bank to update their signature cards for the Association Reserve Accounts.

Schedule Board Meeting Dates:

- Board Meeting: Saturday, July 11th, 2026, at 9:00 am [Clubhouse]
- Board Meeting: Saturday, October 24th, 2026, at 9:00 am [Clubhouse]
- Budget Meeting: Thursday, January 14th, 2026, at 3:00 pm [ZOOM]
- AGM: Saturday, February 20th, 2026, at 10:00 am [Clubhouse]

CS-28 Tree Limbing/Trimming Request: The owners of Campsite #28 submitted a request to have the large tree located on their campsite limbed. Following discussion, the Board unanimously approves having the tree limbed as this is a hazardous situation. Management will coordinate Steve Conrad with Urban Forester to meet with a Board Member onsite to complete a walk through of the Park and provide an estimate to limb the tree on CS-28 and any other hazardous or tall trees requiring limbing in the Park.

Park Rental Sites: Trevor Henderson informed the new electronic calendar has been loaded onto the Park's website for Members to review when making campsite reservations. The Board notes a reservation that was made and approved in 2025 with a trailer that exceeds the 24ft rule will be allowed as a one-time acceptance for their 2026 reservation.

Park Cleanup Day: Cleanup day for the park is scheduled for today, Saturday, 04-25-26. Trevor Henderson put together a list that was dispersed between members of the park for completion. Thank you to all the Members who will be participating in today's Park Cleanup Day!

Pool Opening Date: The pool is scheduled to be opened on Friday, June 19th, 2026, by Koala T Pool & Spa. The Board continues their investigation of purchasing a pool vacuum, and unanimously agree the purchase of a vacuum is approved with the cost not to exceed \$1,500. Della Janzen has offered to continue completing the daily pool chemical checks to stay in compliance with Health Department regulations – Thank you, Della!

Clubhouse: M&M Construction made a temporary emergency repair patch to the roof where the chimney was leaking. The Board requested Management to request an estimate from Joostens Roofing for permanent repair of the roof by the chimney, and to provide their opinion of when the Clubhouse roof should be scheduled for replacement.

The Board is investigating upgrading the interior lighting of the Clubhouse for improvement.

Supplemental Plants/Landscape Supplies Allowance: The Board unanimously approved a \$200 expenditure/advancement request to Carla Lawson [CS-8] for Park plants. Carla will purchase and with help from other members, get the plants in the ground and in planters.

Backflow Assembly Correction: Lynden Sheet Metal provided an estimate to re-locate the backflow assembly located on Henly Street for required waterproofing and easier access. Following Discussion, the Board determined to place this project on hold while seeking additional information from Lynden Sheet Metal regarding the proposed new location of the Backflow Assembly.

5. Adjournment: There being no further business for discussion, the meeting was adjourned at 9:40 am. With Board Members leaving to attend the work party.

Respectfully submitted,

Kayla Hardenbrook
INTEGRA Management