

**MINUTES VIA VIDEO CONFERENCE & IN PERSON**  
MEETING ID: 1454610165  
**BOARD OF DIRECTORS**  
**COMMUNITY OF HARBOR BAY ISLE OWNERS' ASSOCIATION**  
**AUGUST 23, 2023**

**BOARD MEMBERS PRESENT:**

Bill Pai, President  
Paul Beusterien, Vice President  
Gary Lym, Secretary/Treasurer  
Cheryl Paterson, Director  
Gary Hoffer, Director

**BOARD MEMBERS ABSENT:**

Bassey Obot, Director

**STAFF PRESENT:**

Dawn Jaeger, Executive Director  
Jacqui Vasquez, Office Manager

**CALL TO ORDER**

President Pai called the meeting to order at 6:46PM.

**ROLL CALL / APPROVAL OF AGENDA**

Roll Call was conducted by Ms. Vasquez. Members present are listed above. The Board reviewed the agenda.

**Vice President Beusterien motioned to approve the agenda as submitted. Secretary/Treasurer Lym seconded the motion.**

**VOTE:** Motion carried unanimously (5 in favor-Pai, Beusterien, Lym, Paterson, and Hoffer); none opposed or abstained.

**OPEN FORUM**

A Centre Court homeowner asked questions of the Board.

(The Board re-opened Open Forum at 7:28pm to allow a report from CLASS President Jon Hamilton.) Jon Hamilton updated the Board on the EIR for the proposed airport expansion and reminded them of the CLASS Information Meeting scheduled for 8/25/23 at 7pm at the Community Center.

**CONSENT CALENDAR**

The Board reviewed the minutes from the meeting on July 26, 2023.

**Director Hoffer motioned to approve the consent calendar as submitted. Secretary/Treasurer Lym seconded the motion.**

**VOTE:** Motion carried unanimously (5 in favor-Pai, Beusterien, Lym, Paterson, and Hoffer); none opposed or abstained.

**FINANCIAL REVIEW**

The Board reviewed the July, 2023 financials and the delinquency report.

**Secretary/Treasurer Lym motioned to accept the July, 2023 financials in accordance with Civil Code Section 5509. President Pai seconded the motion.**

**VOTE:** Motion carried unanimously (5 in favor-Pai, Beusterien, Lym, Paterson, and Hoffer); none opposed or abstained.

**Director Hoffer motioned and Treasurer/Secretary Lym seconded to approve the delinquency report as submitted.**

**VOTE:** Motion carried unanimously (5 in favor-Pai, Beusterien, Lym, Paterson, and Hoffer); none opposed or abstained.

### **DIRECTOR REPORTS**

President Pai advised the Board that Seastrand HOA is currently accepting bids to replace portions of their retaining wall.

Vice President Beusterien and Secretary/Treasurer Lym had nothing new to report.

Director Paterson advised the Board that both Brittany Landing Harbor and Brittany Landing Bay have their lines of credit in place for the PSL project.

Director Hoffer advised the Board that Costa Brava HOA has their 18-month line of credit for the PSL project in place.

### **E.D. COMMENTS**

ED Jaeger reported that the Community's attorney is determining responsibility for the PSLs on the commercial property.

### **OLD BUSINESS**

#### **A. Community Events-Update**

Ms. Vasquez advised the Board of the following:

- The Community Parking Lot Sale was a huge success. Over 50+ vendors participated and the event was well-attended. There were requests of staff to either hold a second sale earlier in the year or to extend the hours of the August sale. The availability of a food truck was also requested.
- The second Document Shredding & E-Waste Recycling Drop-Off Event is scheduled for Saturday, October 14, 2023 from 9am to 12 noon. The set-up will be the same as in previous events.

#### **B. Website RFP**

Director Paterson reported that she has completed the draft RFP and forwarded it to Vice President Beusterien for review. It should be ready by the next meeting for review by the entire Board.

#### **C. Earthquake Insurance**

ED Jaeger reported that a higher deductible was able to be negotiated as per the suggestion of the Board.

#### **D. Ring Doorbell Update**

ED Jaeger explained that the reason why Secretary/Treasurer Lym's Ring Doorbell architectural application was not fast-tracked was because he was also applying to install security lights, which are not a fast-track item.

#### **E. Violation Form Update**

The Board reviewed the written explanation of the violation forms process provided by ED Jaeger.

### **NEW BUSINESS**

- #### **A. Upcoming 2023 Meetings-**
- ED Jaeger asked the Board their availability to meet during the end-of-year holiday months.

**President Pai motioned and Secretary/Treasurer Lym seconded to combine the November and December meetings into one meeting on 12/6/23.**

**VOTE:** Motion carried unanimously (5 in favor-Pai, Beusterien, Lym, Paterson, and Hoffer); none opposed or abstained.

**B. Board Ideas for 2024 Budgeted Community Events-** The Board agreed to continue with the current slate of community events-the document shredding/e-waste recycling events twice yearly, and the community garage sale once with slightly longer hours.

**C. Tillman Park Picnic-**The Board agreed to bring the Tillman Picnic back in 2025.

**D. Communications-**The Board reviewed the correspondence and accompanying article from a Sandpiper Cove homeowner regarding ADUs (accessory dwelling units).

#### **ADJOURNMENT TO EXECUTIVE SESSION-7:46PM**

The Board adjourned to Executive Session.

#### **ADJOURNMENT BACK TO REGULAR SESSION-8:11PM**

The following was read back into the minutes after Executive Session was adjourned and Regular Session was re-convened:

Legal matters were discussed.

L& F #090-012690

**President Pai motioned and Vice President Beusterien seconded to approve the L&F.**

**VOTE:** Motion carried unanimously: 5 in favor (Pai, Beusterien, Lym, Paterson, and Hoffer); none opposed or abstained.

#### **ADJOURNMENT**

**President Pai motioned and Secretary/Treasurer Lym seconded to adjourn the meeting 8:11PM.**

**VOTE:** Motion carried unanimously: 5 in favor (Pai, Beusterien, Lym, Paterson, and Hoffer); none opposed or abstained.

The next regular meeting of the Board of Directors meeting is scheduled for September 27, 2023.

Minutes approved on \_\_\_\_\_

\_\_\_\_\_  
CHBIOA Board Member