MINUTES VIA VIDEO CONFERENCE & IN PERSON

MEETING ID: 89223773719

BOARD OF DIRECTORS
COMMUNITY OF HARBOR BAY ISLE OWNERS' ASSOCIATION
MARCH 25, 2026

BOARD MEMBERS PRESENT:	Bill Pai, President (outgoing) Gary Lym, Vice President Paul Beusterien, Treasurer Gary Hoffer, Secretary Lee Harris, Director Tim Coffey, Director Mita Raval (incoming) Wilma Wong (incoming, attending remotely)
BOARD MEMBERS ABSENT:	None
STAFF PRESENT:	Dawn Jaeger, Executive Director Jacqui Vasquez, Office Manager

CALL TO ORDER
Vice President Lym called the meeting to order at 6:54 PM.

ROLL CALL / APPROVAL OF AGENDA
Roll Call was conducted by Ms. Vasquez. The members that were present are listed above. The Board reviewed the agenda. ED Jaeger advised that there would be no Executive Session and asked that the agenda be approved with the change.

President Pai moved to approve the agenda without Executive Session. Secretary Hoffer seconded the motion.
VOTE: Motion carried unanimously (6 in favor-Pai, Lym, Beusterien, Hoffer, Harris and Coffey); none opposed or abstained.

The Board welcomed Ms. Mita Raval as the newly elected Village 3-A Representative to the Master Board as well as Ms. Wilma Wong, the newly elected Village 4 Representative.

PRESENTATION
Director Harris read to the Board a resolution honoring outgoing President Bill Pai and asked that the Board adopt the following resolution of appreciation:

Resolution of Appreciation for Bill Pai
Community of Harbor Bay Isle Owners' Association (CHBIOA)

WHEREAS, Bill Pai has served on the Seastrand and CHBIOA Board with distinction since 2005, including many years as CHBIOA **Board President**, and has demonstrated steadfast commitment to the welfare, character, and quality of life of our community; and

WHEREAS, during his tenure, Bill provided thoughtful leadership building community strength through support for neighborhood HOA boards, as well as promoting significant community events, gatherings and celebrations including the recent CHBIOA 50ish Anniversary celebration.
WHEREAS, Bill has provided continuing guidance and insight into issues affecting the welfare and safety of the Community of Harbor Bay Isle, the Harbor Bay Landing center, Bay Farm Island and the greater Alameda community; and

WHEREAS, Bill contributed regularly to *The Gull's Call*, sharing history, civic encouragement, remembrances, and community perspective that enriched neighborhood life and civic engagement; and

WHEREAS, Bill has continued his civic service beyond CHBIOA as President of the Mastick Advisory Board and remains an active, valued member of the broader Alameda community.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors of the Community of Harbor Bay Isle Owners' Association hereby expresses its deep gratitude to **Bill Pai** for his many years of dedicated service, leadership, and thoughtful contributions to our community; and

BE IT FURTHER RESOLVED THAT the Board extends its best wishes to Bill in his future endeavors, looks forward to his continued presence in the community, and directs that a copy of this resolution be entered into the official minutes and presented to him in recognition of his service.

Treasurer Beusterien moved, and Secretary Hoffer seconded to approve the resolution.
VOTE: Motion carried unanimously (7 in favor-Lym, Hoffer, Beusterien, Harris, Coffey, Raval, and Wong); none opposed or abstained.

Mr. Pai left the meeting at 7:00pm.

SEATING OF NEW BOARD MEMBERS

The Board again thanked Mr. Pai for his service. Vice President Lym assumed direction of the meeting. Nominations for positions happened as follows:
Director Harris nominated Vice President Lym for President. Secretary Hoffer seconded the nomination.
VOTE: Motion carried unanimously (7 in favor-Lym, Hoffer, Beusterien, Harris, Coffey, Raval, and Wong); none opposed or abstained.
President Lym nominated Secretary Hoffer for Vice President. Treasurer Beusterien seconded the nomination.
VOTE: Motion carried unanimously (7 in favor-Lym, Hoffer, Beusterien, Harris, Coffey, Raval, and Wong); none opposed or abstained.
Vice President Hoffer nominated Treasurer Beusterien for Treasurer. President Lym seconded the nomination.
VOTE: Motion carried unanimously (7 in favor-Lym, Hoffer, Beusterien, Harris, Coffey, Raval, and Wong); none opposed or abstained.
President Lym nominated Ms. Mita Raval for Secretary. Vice President Hoffer seconded the nomination.
VOTE: Motion carried unanimously (7 in favor-Lym, Hoffer, Beusterien, Harris, Coffey, Raval, and Wong); none opposed or abstained.

President Lym nominated Treasurer Beusterien, Vice President Hoffer, and Secretary Raval to sit on the Finance Committee for a one-year term. Director Wong seconded the nomination.
VOTE: Motion carried unanimously (7 in favor-Lym, Hoffer, Beusterien, Harris, Coffey, Raval, and Wong); none opposed or abstained.

President Lym nominated Director Harris for ADR/IDR Representative. Vice President Hoffer seconded the nomination.

VOTE: Motion carried unanimously (7 in favor-Lym, Hoffer, Beusterien, Harris, Coffey, Raval, and Wong); none opposed or abstained.

Director Wong left the meeting (attending remotely) at 7:10pm.

OPEN FORUM

Homeowners spoke during Open Forum.

CONSENT CALENDAR

The Board reviewed the minutes from the meeting on February 25, 2026.

Vice President Hoffer moved to approve the minutes from February 25, 2026, as well as all of the Consent Calendar. Director Coffey seconded the motion.
VOTE: Motion carried unanimously (6 in favor-Lym, Hoffer, Beusterien, Harris, Coffey, and Raval); none opposed or abstained.

REPORTS

A. **CLASS REPORT**
   There was nothing new to report.

B. **Directors**
   The Directors gave their reports.

C. **Executive Director/Staff**
   ED Jaeger informed the Board that Cantamar HOA recently installed a new sign at the entrance to the association and are very happy with it.

   Ed Jaeger advised the Board of upcoming dates for lagoon lowering and efforts to treat the lagoon to stay ahead of any widgeon grass that may be growing. Notices regarding treatment have been posted on the website.

   ED Jaeger notified the Board of ongoing projects headed by Maintenance Director Joe Landaeta and his staff.

   Ms. Vasquez advised the Board that invitations for the upcoming Volunteer Appreciation Event will be going out next week. The event will be held on Thursday, April 30, 2026, beginning at 5:00pm.

FINANCIALS

a) **February, 2026 Financials**
   The Board reviewed the financials as submitted.

   Vice President Hoffer moved and President Lym seconded to accept the financials as submitted in accordance with Civil Code Section 5509.
   VOTE: Motion carried unanimously (6 in favor-Lym, Hoffer, Beusterien, Harris, Coffey, and Raval); none opposed or abstained.

b) **Delinquency Report**
   The Board reviewed the delinquency report as submitted.

   Director Harris moved and Treasurer Beusterien seconded to accept the financials as submitted in accordance with Civil Code Section 5509.

VOTE: Motion carried unanimously (6 in favor-Lym, Hoffer, Beusterien, Harris, Coffey, and Raval); none opposed or abstained.

c) **2025 CHBIOA Audit**

ED Jaeger reviewed the 2025 audit with the Board. President Lym remarked that the audit came with a “good, clean opinion.”

Vice President Hoffer moved to accept the 2025 audit as submitted. Director Harris seconded the motion.

VOTE: Motion carried unanimously (6 in favor-Lym, Hoffer, Beusterien, Harris, Coffey, and Raval); none opposed or abstained.

OLD BUSINESS

a) **Events for 2026**

ED Jaeger reviewed the list of scheduled community-sponsored events with the Board and asked the Board if they would like to add any others. The idea of a community picnic, smaller in scale than the 50-ish celebration in 2025 but bigger than previous community picnics was discussed. Ms. Vasquez stated it was too late to plan this type of event for this event, because it was not budgeted for, but that a request to include it in the budget for 2027 was feasible.

NEW BUSINESS

a) **Security Contracts**

Security Director Javier Silva reviewed the following with the Board:

“Security wishes to cease all physical checks of the shopping center which consists of checking all doors and windows 3 times within a 24-hour time period. “Plaza checks” were implemented nearly 45 years ago without any contract obligation in place to date. Due to recent years of no improvements by the owners or management company of the shopping center to ensure that all vacant spaces remain secured even when brought to their attention by security when door and or windows are found unsecured, we have reached a point of liability and officer safety.

As a result, we are asking to terminate any future checks of buildings within the shopping center. This does not include Temple Irael, Bay Farm Community Church, Peter Pan, and Seedling Child.

We have had several reports of juveniles trespassing into vacant, unsecured buildings and engage in illegal activity. We fear that these juveniles will become injured as they attempt to flee upon our arrival. Furthermore, trespassers startled at night during these checks pose a safety risk to our officers especially in dark areas.

Several attempts have been made to reach management regarding the lack of effort to secure their property with no response. The onsite property maintenance worker for the shopping center is fully aware of the issues yet fails to take any action. On occasion he has called security demanding immediate response when reporting potential trespassers and negative attitude towards responding officers.”

The Board agreed with Director Silva. The Board directed Staff to send a letter to the businesses in the shopping center giving notice. ED Jaeger stated that Security will hand deliver these notices and get a signature of receipt from each of the businesses.

Director Coffey moved to accept Director Silva’s proposal to cease doing plaza checks and to issue notice to the shopping center’s individual businesses as soon as possible. Vice President Hoffer seconded the motion.

VOTE: Motion carried unanimously (6 in favor-Lym, Hoffer, Beusterien, Harris, Coffey, and Raval); none opposed or abstained.

b) GPS for Vehicles

Security Director Silva also "asked the Board for their approval in purchasing GPS and cameras for all security and maintenance vehicles. The GPS will allow management to monitor where the security and maintenance vehicles are at all times and ensure that they stay on the set route to the gas station which is located outside of the Community. The cameras/audio that will be mounted inside of the cab will capture video footage facing the front of the vehicle, including the driver. Both tools will assist us by letting us know of any troubling driving behavior including the vehicles' operation. The other benefit of GPS and cameras is that insurance companies provide discounts on the insurance policy for adding such equipment."

Vice President Hoffer moved and Secretary Raval seconded to approve getting GPS tracking monitors for all Harbor Bay security and maintenance vehicles.

VOTE: Motion carried unanimously (6 in favor-Lym, Beusterien, Hoffer, Harris, Coffey, and Raval); none opposed.

ADJOURNMENT- 7:54PM

Vice President Hoffer moved and Director Harris seconded to adjourn the meeting at 7:54pm.
VOTE: Motion carried unanimously (6 in favor-Lym, Hoffer, Beusterien, Harris, Coffey, and Raval); none opposed or abstained.

The next regular meeting of the Board of Directors meeting is scheduled for May 27, 2026

Minutes approved on ________________________ by ____________________________________
CHBIOA Board Member