

Carleton Shores Association - Board of Directors Meeting
Tuesday August 11, 2026

Attendees: Jane Akin, Erin Brooks, Jayne Burke, Ed Collupy, Bill Darrow, Mike Doak, Greg Dundorf, Mike Myers, Beth Van Duzer,

Absent: Maria Michaud, Kandi Zarba

The meeting was called to order at 6:04pm and was held at Ed C's home.

Minutes

The Board meeting minutes from July 14, 2026 were distributed ahead of the meeting. Motioned for acceptance of both sets of minutes by Mike M and seconded by Erin B. Accepted unanimously.

Treasurer's Report

Treasurer's report was given by Greg D.

Balances:

- Checking Account \$ 17,598.65
- Money Market \$ 141,124.99
- Escrow \$ 20,100.00
- Total \$ 158,823.64

Federal taxes – as Greg D has previously reported, we sent a refund we received from IRS back thinking they did something incorrect, they've sent it back again recently and Greg will have discussion with Lynn (Accountant) about situation but leaving it as income for now.

Dues – all have all been caught up along with late fees.

Questions –

- Mike M asked what the projection is for where we will be at year end. We should be slightly over.
- Ed C asked about county recording fee and whether it would be reported to members as a separate line item or included in Professional Fees. Board agreed to report it separately to give visibility to cost associated with major discussion item at last year's Annual Meeting on 'Rentals'.
- Proposed FY '26 Budget – the board walked through projected FY '25 overages to understand them; no concerns raised. Reviewed the proposed FY'26 and only

notes from earlier meeting with Officers were the following points, with the proposed budget getting a green light for Greg D to present at Annual Meeting.

- Professional Fees – for the legal portion we agreed to increase to a higher amount than proposed
- Road Surfacing & Maintenance – good amount of discussion. Mike M reported that in his annual review with Kee Enterprises that there are no immediate needs for major roadwork; our budget should be based on historical trends. If roads needed replacement the estimate from Kee is \$100k for ¼ mile. Generally, the board agreed with not planning for that on any immediate basis but the understanding is good for long-term planning. It did raise discussion if there should be a separate reserve for this line item; no action/decision.

Committee Reports

- **Area Development**

- 29 Oak Ridge – Jayne B showed picture and had plans for this work that includes dormers, porch, and other changes. The CSA Committee has informed Jayne B of their approval - \$10k bond agreed to but not in place. Board agreed to approve, with Ed C noting that his approval, as should the Boards position be, that no work begins until the bond is in place.
 - Bill D raised the question of whether there were concerns about the length of time project take to complete; discussion on what is in by laws regarding this; no further action
- 2 Weather Vane – roof being replaced. Maria Michaud (homeowner) had sent notice to board as work was beginning. A majority of the board expressed approval via emails.
- 12 Lost Meadows – shed, Mike D noted that this still needs Historical approval. The CSA Committee has approved and board approved by email prior to the meeting.
- 6 Weathervane – pool & fence – Jayne B has info and will send out in separate email. Mike D will firm up the bond amount being requested and check on Historical approvals. The CSA Committee has reviewed and approved. No vote by board at this time.
- 9 Jillson – we began discussion on this project which includes pushing back of house out and will need foundation, will require bond. Jayne B said let's hold on this so she can gather more info from the CSA Committee.

- Roads and Grounds

- We reviewed the proposed work that Kee has sent quotes on. This includes basin cleaning (which Mike M noted ½ basins are cleaned out each year) - \$4000. Board agreed to have Mike M look to see if this can be done, billed and paid for, before our current fiscal year wraps up. The other proposed roadwork (\$7000. est. for asphalt repair/pothole fix and crack sealing) was also approved but for early FY '26.

Old Business

- Annual Meeting – Jayne B reviewed proposed agenda and logistics that were reviewed with Officers & Treasurer earlier in the day.

Jayne B to host the meeting at her home; parking is limited and we'll include in communications that people should walk up hill and board members will be available with golf carts to take people up the driveway. Beth V D will get communications outs including updating notice on beach bulletin board, emails that will follow last year's template with ballot, minutes, and agenda as attachment.

On Agenda – Jayne B needs to update the minutes based on edits that Mike M and Ed C provided after last year's meeting and release of draft notes to board. There were no new nominations from board; Ed C, Mike D. Mike M will be seeking reelection. Based on input during Officers review, and board agreed that an update on 'Rentals' would be good to do. All regularly repeatable items should be covered, some mentioned included: dog related, golf cart – but this year focus on sticker with beach tag number, volunteers, etc.

- Discussion on board projects for FY '26; which in the end was decided, would not be covered as a separate agenda item at the Annual Meeting but rolled into points Mike M will make when discussing Roads & Maintenance and the regular agenda item where we make a call for volunteers. Theme for comments will be volunteers – we rely on them – be civic minded
- Illustrative Budget – Ed C had proposed that we work to capture the cost savings from work volunteers do for the Association which had some board member support. This would have resulted likely in a report like the financials from Treasurer with an added column reflecting the estimated costs captured from such an analysis.
- Road Evaluation – agreed to continue to rely, at this point, on the annual review Mike M does with Kee. Jayne B did comment that it would be good to get an assessment in writing to support the position of no imminent need for action.

Nancy Comer is not confirmed for audit; Greg D will find someone else if needed,

Jayne B asked Mike D at this point in the meeting to discuss a reduction of dues to \$500. which he did. He mentioned that one driver for increase was legal/filing fees which the largest portion of that has been handled, he and others also mentioned the surprise in last year's increase; Jayne B noted we hoped that the current rate would sustain us for a number of years. Ed C pointed to more recent historic expenses that have been close to or exceeding income, continuing to build reserves, and Mike M agreed with comment about dues being a reasonable amount for the type of neighborhood we are fortunate to live in. Agreed to leave at \$600 this year and keep an eye on it.

- Neighborhood Cut Throughs – no progress on putting 2 barriers on Carleton East and West but will be done....Mike D is leading effort.

New Business

Research into volunteer "costs" - this item was covered during Annual Meeting discussion.

Feedback from Neighbors – Couple of items brought up:

- Concerns about few stops at Stop sign at end of Carleton near parking lot; Mike M will take a look at moving Stop sign further along East and will mean moving repainting stop line
- Landscaping – we have so many and they block roads and noise level – no actions planned

Not on agenda but brought up by board members:

Thank You – Mike M expressed thanks to the Darrow family for all their work and hospitality at the annual summer gathering.

Short Term Rental – it was reported to the board of a possible STR situation. After discussion it was agreed a board member would discuss the matter with the homeowners to fully understand arrangements.

Upcoming Meeting schedule:

- Sunday August 23 – Annual Meeting
- Wednesday September 16 – Jayne B; Jayne reminded everyone that we'll elect Officers and set yearly meeting schedule.

Adjourn

The meeting was adjourned at 8:09pm.on a motion from Jane A & seconded by Erin B; accepted unanimously.

Draft submitted by:

Ed Collupy, Secretary

9/13/2026

FINAL