

Bay Rim Park Condominium Association

Meeting Minutes

Board ZOOM Meeting: Monday, February 8, 2021 at 4:00 pm

Roll call

Board Members: Rhonda Willet, Shayne Apostoliuk, CJ Bradford, Toni Harvey, Rob Proctor and Sieneke Stevenson.

Integra Management: Cindyrae Mehler & Tess Allison

Approve Agenda: Motion by Shayne to approve agenda as presented. Motion seconded by Rob. All approved.

Approval of Minutes: Regular Meeting Minutes of 11-16-20

Motion by Rob to approve the regular minutes of 11/16/20. Motion seconded by Rob. All approved

<u>Management Report:</u>	Financials thru 12-31-2020
	Operating Account \$ 86,466.22
	Reserves \$ <u>179,707.35</u>
	Total Bank..... \$ 266,173.57

We closed out the year under Budget significantly with the pool not being open this year, reduced maintenance expenses, and only routine landscape items being addressed. On 11-30-2020 a \$20,000 deposit was made to the Reserve Account with Edward Jones from the Operating Account.

Since the date of the last Board Meeting these items have been completed: Gutter/downspouts cleaning by TB Lawns, Washington Fire & Safety completed the required annual fire extinguisher inspections, ALL bldg's treated for moss removal, product and scrape, December we had 3-lot pickup call-outs for cleanup & disposal of large items, Maple Bldg exterior lighting fixed, fire hydrant was hit by a car [repair work by City], Spruce 8 sale – correction of venting work in attic to open it up [someone had blocked off all of the vents] and wipe down of interior attic area by M&M, Birch Bldg chimney cap blew off/ locate & replace, Fir 2 – attic leak correction [vent pipe boots replaced – old boots were cracked], Spruce & Fir replace 10 vent pipe boots cracked with new. It was suggested that perhaps we have M&M check the vent pipe boots on the rest of the buildings and give us a bid.

General Business:

1. Status update from Shayne Apostoliuk on easement negotiations with developer. The developers from the adjacent property have retained a different law firm to do their work/negotiations. This new attorney has made changes to the original agreement between Bay Rim and the developers. Because of this; our attorneys are most anxious to discuss with the Board how we now wish to proceed. At issue are the easements, land use and emergency access area. (Intended use - due diligence.) Shayne is going to arrange a time for a conference call and advise the Board. In the meantime, he requested that we all study the new agreement between the developers and Bay Rim and formulate feedback.

2. Tree pruning/lowering/ removal for 2021 - Rhonda, Toni and Sienieke agreed to meet with Cindy from Integra to walk the property and identify any hazardous tree limbs or overgrown shrubbery that will need to be taken care of in the spring. Management will then request a bid for this work. The date agreed upon was Saturday, 02-27-2021 at 9:30 AM.
3. Capital Project for 2021: Trash enclosure -- on hold pending decision of board. Further discussion to be commenced at next Board Meeting.
4. Beach/ Kayak holding station: Toni & Rhonda / On hold pending plans being submitted to Board.
** Clean-up of Beach Area from storms: On hold until end of March when storm season subsides.
5. New Lock on Beach Gate: Old one beginning to rust. Combination remains the same.
6. Maintenance of fascia Boards on Maple Building: Sienieke has observed some deterioration on Maple Building. Rob reminded the Board that Palser had replaced some tail boards on Maple when the Building was last painted. Rot issues on these Buildings will be addressed during the paint schedule.
7. Spruce 7 is slated for Attic access for maintenance.
8. Beach Erosion: Sienieke and Toni discussed beach concerns regarding beach erosion. Table until next Board Meeting.
9. Reserve Study – Roof replacement scheduled to commence 2026 in the Reserve Study. CJ wondered what the roof replacement schedule for the Buildings was in the Reserve Study. Phase 1 in a 4-year plan begins in 2026.

Next ZOOM Board Meeting date: Monday, April 12, 2021 at 4 pm

Adjournment Time: 4:48 pm

Motion was made by Shayne to adjourn; 2nd by Toni

Minutes Respectfully Submitted,

Candice Bradford
Bay Rim Board Secretary