

Bay Rim Park Condominium Association

Meeting Minutes

Board ZOOM Meeting: Friday, April 8, 2022 at 10:00 am

Board President Rhonda Willet called the meeting to order at 10:00 am.

Board Members in attendance: Rhonda Willet, Laura Tulett, Toni Harvey and Rob Proctor. Ernie Tjoelker and Devyn Briscoe joined in a few minutes late to the meeting [work shut down],

INTEGRA Management: Cindyrae Mehler & Tess Allison
Integra was requested to take the Minutes of the meeting.

Approve Agenda: Motion by Laura Tulett to approve the Agenda as presented; 2nd by Toni Harvey; and, approved.

Approval of Minutes: **Regular Meeting Minutes of 04-04-22**
Motion to approve the 04-04-22 Minutes by Toni Harvey; 2nd by Rob Proctor; and, approved.

Management Report: Financials thru 03-31-22

Operating Account	\$	78,143.89
Reserves	\$	<u>239,901.67</u>
Total Bank.....	\$	318,045.56

The roof repair and siding/rot repair issues Walnut 8 have been completed by the roofer, siding vendor, and M&M Construction. Bird screening issues are being checked to prevent bird intrusion. Spring Newsletter was completed by Laura Tulett and emailed to all unit owners, with copies provided to Tenants. Beach Clean-up Party scheduled for April 9, 2022 from 10:30 am until 1:30 pm.

Cedar 4 [Association rental unit] – Lease renewal is up on 06-30-22. We have long-time tenants in the unit who have been wonderful tenants. Current rent is \$1,050/month. Market rate is \$1,400 to \$1,500/month. Following discussion, the Board determined a rental increase to \$1,200/month effective 07-01-22 would be extended taking into consideration the longevity of the tenants.

General Business:

1. Status update from Board President re: attorney communications w/developer?

Rhonda Willet reports no action or response has been received from developer. Following discussion, Motion by Laura Tulett to communicate to the association legal counsel to commence Quiet Title proceedings; 2nd by Rob Proctor; and, passed. Rhonda will email the attorney with Board Determination and instructions.

2. Pool Maintenance/Daily Checks for 2022: We are still waiting for written confirmation from pool companies. They are non-committal in being able to perform “daily” pool chemical check. Koala T will commit to coming to the property 2-days a week for cleaning, checks & chemical balance.

Following discussion, in the event we are unable to find someone to do the daily pool checks some of the Board Members will meet with Koala-T Pools to learn how to perform and record as required by the Health Department the required daily chemical checks.

M&M will be requested to pressure wash the pool deck in prep for opening and set out the pool furniture.

The Pool Opening date will be Friday, May 20, 2022.

The Pool Closing date will be Tuesday, September 6, 2022.

3. Beach signage [suggestion received of John Kern]

All done, looks great - John Kern did a beautiful job!

4. Capital Project for 2022 - Trash enclosure rebuild.

On hold pending decision of Board on location, dimensions and style. Board & Management will do walk thru shortly to take measurements and discuss style desired. Once this is done, SSC will be contacted to review and approve design. When SSC gives approval, then a contractor will be selected for the project.

5. New Bike Rack(s):

Rhonda and Board Members have walked around looking for a good location for an additional bike rack. When a location has been selected and approved by the Board, an additional bike rack will be installed.

6. Beach/Spring Work Party:

Laura & Rhonda report the Spring Beach Work Party is scheduled for Saturday, April 9, 2022 beginning at 10:30 am. Some cleanup work has already been started, with work on restoring the existing retaining wall. Following the Beach Cleanup Work party it is planned to have snacks & refreshments provided by the association for all workers.

7. Electric Cars:

Discussion was held on having a charging station put in for charging of electric vehicles. Following discussion, the Board determined not to move forward at this time with expending association funds to have a charging station on-site. This may be a proper discussion to be held during the next AGM so unit owners may weigh in on this and receive feedback on what the membership wants.

Vehicles are NOT allowed to be plugged in to the association common outlet for recharging of vehicle batteries. Signage will be posted at the association common area outlet stating this is NOT allowed, and violators will be assessed an immediate \$250 fine for violation. The Rules & Regulations will be updated to note electric vehicles are NOT to be re-charged/plugged in for re-charging at the association common outlet. Unit owners may re-charge their vehicle by utilizing their own independent electrical source from their unit. This will place the expense of a vehicle re-charge on their PSE bill and not on the association's dime. Many vehicle re-charging stations exist and are available for use throughout Whatcom County.

8. With the recent Resignation of CJ Bradford from the Board, Rob Proctor agreed to serve as Board Secretary for the remainder of this year. The Board thanks Rob Proctor for taking on this responsibility.

9. Reserve Account Signors: Board Treasurer, Toni Harvey, advises she is planning to move to the Seattle area and both of her units will be placed on the market for sale. In anticipation of a change, and being proactive – the Board unanimously determined that effective immediately the signors on all Reserve Accounts of the association held with Edward D. Jones and Washington Federal would be: Rhonda Willet, Laura Tulett and Ernie Tjoelker. Toni Harvey will work with Edward D. Jones and Washington Federal to facilitate new signature authority on these accounts. Rhonda Willet, Laura Tulett and Ernie Tjoelker will be signing updated signature cards and documentation acknowledging they are the signors on all Reserve Accounts for Bay Rim Park Condominium Association.

Next Board Meeting date: **Friday, June 3, 2022 at 10:00 am on-site.**

The Board will be reviewing the garbage enclosure area, determining a location for an additional bike rack, and reviewing the current Rules & Regulations for update during this meeting.

REMINDER: Working BUDGET Meeting Date is scheduled for Friday, 08-12-22 at 11:00 am to be held in the conference room of INTEGRA Management.

SAVE THE DATE: Annual General Meeting - Saturday, 09-17-22 at 9:00 am --- location to be determined. Rhonda Willet is checking with the church to confirm availability and to see if the gym in the church might be available as it is a large room venue.

There being no further business, Motion was made by Laura Tulett to adjourn the meeting at 11:20 am; 2nd by Rob Proctor; and, adjourned.

Minutes respectfully submitted,

Cindyrae Mehler
INTEGRA Management