

MINUTES

Bay Rim Park Condominium Association

Walk about Board Meeting: Friday, April 26, 2024, at 9:30 am [on-site]

In Attendance/ Quorum

Board Members Present: Ernie Tjoelker - Treasurer, Chel Hull, John Kern and Kerry Emerson.

Board Members Absent: Laura Tulett – President, Margaret Sackrider – Secretary, and Devyn Briscoe.

INTEGRA Management: Cindyrae Mehler & Kayla Hardenbrook

Approval of Minutes:

Board Meeting Minutes of 03-22-24

Motion to approve the 03-22-24 Minutes by John Kern; 2nd by Ernie Tjoelker; and, approved.

Financial Report:

Financials thru 03-31-24

Operating Account \$ 42,732.83

Reserves \$ 270,140.38

Total Bank..... \$ 312,873.21

De-winterization has been completed; soft spot-on roof of Hemlock building between units 6 & 7 is scheduled to be done week of May 1st; Oak building end wall siding & paint scheduled to be done week of May 28th; working with 3-contractors to obtain Bids for Board on renovation update work on Cedar 4 rental unit.

General Business:

1. SSC [garbage pickup]: Board review of parking per SSC email on needs of their driver(s). John Kern is following up on this with Rodd Pemble from SSC. The Board is inquiring about installing a 3-foot hash line on the first parking space located near the garbage enclosure.
2. Inspection of crawl space areas re: vapor barriers/insulation: Integra is working on seeking a report from LJ's Handyman. When received – this will be forwarded to the Board.
3. Roof inspection: Summer of 2024 – Joostens Roofing has responded to Integra. They have this on their TO-DO list to inspect the roofs and provide a report for the Board. When received – this will be forwarded to the Board.
4. The WIFI that is on the pole east of Cedar bldg. - Oak #7 is currently running an extension cord to Oak #5 to obtain internet from the dish installed on Oak #5. John Kern is working on this issue with the internet company "Echo".
5. 4th of July beach celebration: Devyn Briscoe had previously noted he would speak with Steve to coordinate beach security. Laura Tulett will oversee handing out bracelets again this year.

6. Exterior lighting of commons areas: Discussion on improving exterior lighting throughout commons including: Pathway lighting, yellow lighting versus white lighting, and improvements or additions of pole/flood lighting. Ernie Tjoelker and John Kern noted lighting has improved now with all fixtures working. The Board will continue to monitor the lighting.
7. Pool opening date: Friday, May 24, 2024. INTEGRA will contact Koala T Pool & Spa to prepare the pool for opening season/M&M will pressure wash the pool deck and remove the pool cover in advance.
8. Gutter Cleaning: Estimate received from All American Seamless Gutters. It is likely the Board will be moving forward with this estimate. The next cleaning will be scheduled to take place in November.

Walk about notes:

- The Board is requesting new signage be ordered for the back trail for disposing of yard waste.
- INTEGRA will request TB Lawns to trim back the invasive blackberry bushes that are encroaching onto the back trail.
- INTEGRA is requesting estimates from M&M Construction to replace the remaining old crawl space covers including a latch to help keep out rodents.
- The Board is requesting INTEGRA to have extra bulletin board keys made available, one to be given to John Kern, and the extra to be placed in the office.
- INTEGRA will obtain a clear “realtor” box and provide this to John Kern for his use for newsletters.
- INTEGRA is obtaining an estimate from Triple T Painting to pressure wash all walkways, entry ways to units, and the pavers located around the Bay Rim entrance sign.
- Asphalt Walkways leading to units: Walnut #1, #2, #3, and #5 are starting to crack from root invasion. INTEGRA will request estimates from M&M Construction to correct this and the Board will review budget numbers.
- Spruce #1 – Exterior wall facing the parking lot is starting to have failure/water intrusion. INTEGRA will request an estimate to remedy this.
- Beach Garbage – INTEGRA will follow up with TB Lawns regarding the frequency of emptying the two beach garbage cans.
- Beach Gate – Latch plate is becoming loose; INTEGRA will request Arrow Lock to assess / fix this.
- Kayak & Paddle Board Storage – This area is in disarray with miscellaneous personal items and paddle boats that require removal. INTEGRA will compose a MEMO to be mailed out and posted on the website / John Kern will also address this in the next newsletter. This area is meant to store kayak’s and paddle boards only.

Next Board Meeting Date: Friday, July 12, 2024 at 9:30 am – Integra conference room.

Adjournment: There being no further business, the meeting was adjourned at 11:45 a.m.

Respectfully submitted,

Kayla Hardenbrook
INTEGRA Management