

Bay Rim Park Condominium Association
Board Budget Meeting Minutes
Friday, July 28, 2023 at 10:00 am [Integra conf room]

Board Members present: CJ Bradford, Rhonda Willet, Ernie Tjoelker, Devyn Briscoe, Chel Hull and Laura Tulett.

Board Members absent: Margaret Sackrider

INTEGRA Management: Cindyrae Mehler & Tess Allison

Approve Agenda: Motion by Laura Tulett to approve the Agenda; 2nd by Rhonda; and, passed.

Approval of Minutes: Walkabout Board Minute/Notes from 04-21-23.
Motion to approve 04-21-23 Minute/Notes by Chel Hull; 2nd by Laura Tulett; and, passed.

<u>Financial Report:</u>	Financials thru 06-30-23	
	Operating Account	\$ 52,115.93
	Edward D. Jones Reserves	\$ 189,229.20
	Washington Fed Reserves	<u>\$ 68,987.78</u>
	Total Bank.....	\$ 310,332.91

Maintenance items completed:

Credo Construction retained for garbage enclosure rebuild, waiting on gate fabrication to be completed 25% paid to date; Linderman Tree Works removal & disposal of trees by enclosure area; Maple Bldg replace 5-rotten bargeboards; Walnut-4 bird screening replaced; TB Lawns – new garbage cans for beach cleanup; Triple T Painting / windows and trim work requiring paint Alder/Spruce/Fir/Maple; Oak Bldg exterior faucet minor repair & packing; Fir-4 front door correction/hang; Rowcliffe's Handyman Service 2-crawl space covers Oak and Alder & minor repair to entry landings of B-1 and B-4 & check crawlspace under Walnut bldg.; M&M Construction – update Codes for Beach Gate and Pool Gate following 4th of July. Dryer vent cleaning will be completed in August.

Board determination of security compensation amount to Steve Dews for 4th of July/day & night security detail of parking lot and beach.

Motion by Devyn Briscoe to approve \$300 compensation for security detail work on the 4th of July; 2nd by Ernie Tjoelker; and, passed.

Following review of shed roof options including rot repair and post(s) replacement, Motion was made by Ernie Tjoelker to approve the Bid from M&M Construction in the amount of \$3,279.72; 2nd by Rhonda Willet-Linderman; and, passed.

Asphalt patch/tree root removal/ debris removal in raised sidewalk area creating a trip hazard by Alder building is approved for repair by M&M Construction in the amount of \$2,443.50. Motion to approve by Rhonda Willet-Linderman; 2nd by Laura Tulett; and, passed.

Association Reserves: Ernie and CJ report that as CD's mature they are being reinvested at a higher % rate of interest. Following discussion, motion by Rhonda to close the reserve account with Washington Federal Reserves and consolidate all Reserve Funds with Edward Jones for the highest rate of return on these funds for the association; 2nd by Ernie Tjoelker; and passed. CJ and Rhonda will take care of closing the Reserve Account with Washington Federal and deposit these funds with Edward Jones.

2024 Budget Discussion/Review/ Finalize:

Following discussion on needs of the association, review of 2023 budget numbers, review of capital projects in the Reserve Study, and review of the 2024 budget – Motion was made by Devyn Briscoe to approve the 2024 budget as finalized reflecting a \$25/per month dues increase effective 01-01-24; 2nd by Rhonda Willet; and, passed.

General Business:

1. Status update on Easement signatures w/Uniquet. Waiting on return of notarized documents from Oak 2, Oak 7, Walnut 4 and Walnut 5. The Board will once again reach out to these four (4) unit owners in the effort to finalize this item.
2. Landscape liaison/Beach update – Chel reports some preliminary plantings were completed on the beach with more planned for next season, including adding signage on bird nesting areas for increased protection of these areas. Chel, Board Members and community volunteers continue to work on this on-going project to preserve and protect the beach.
3. Owner's Annual General Meeting:
Saturday, September 16, 2023 at 9:00 am - Birch Bay Bible Community Church [room is reserved]
Two (2) Board positions are open to be filled this AGM. The Board Members will reach out to the community to see whom might be interested in service to the Board and will notify Management so their names may be placed as candidates on the Absentee Ballot form.
Board will provide Management with a Board Letter to be included in the AGM packet .
The AGM packet will be mailed by August 16th to all unit owners.

Laura Tulett will pick up the refreshments [coffee/ tea]
Integra will pick up the goodies/morning snacks.
Rhonda Willett will assist with Owner sign in.
4. Security cameras: Following discussion, Devyn Briscoe will look into and report back on a low cost option to add security cameras to the parking lot. He is seeking camera resolution that would be able to clearly capture license plate numbers for footage to be able to provide to the Deputy Sheriff on vandalism issues.
5. Adjournment: By unanimous decision, the meeting was adjourned 12:05 pm.

Minutes respectfully submitted,

Cindyrae Mehler
INTEGRA Management