

Bay Rim Park Condominium Association

Board Budget Meeting Minutes

Friday, September 5, 2025 at 9:30 am Integra Office Conference Room & Zoom

Roll call/ Quorum

Board Members present: Laura Tulett - President, Ernie Tjoelker - Treasurer, Chel Hull – Secretary, Devyn Briscoe and John Kern.

Absent: Kerry Emerson – Vice President; and, Guy Linderman

INTEGRA Management: Tess Allison and Cindyrae Mehler

Approve Agenda: Motion to approve the Agenda by John Kern; 2nd by Ernie Tjoelker; and, passed.

Approval of Minutes: Board Meeting Minutes of 06-20-25.
Motion to approve the 06-20-25 Board Meeting Minutes by John Kern; 2nd by Devyn Briscoe; and, passed.

Financial Report:

Financials through 08-31-25	
Operating Account	\$ 26,945.58
Reserves	<u>\$ 233,209.36</u>
Total Bank.....	\$ 260,154.94

Cindyrae reports that through 08/31/25 we are running \$4,333.82 under budget in expenses with annual dryer vent cleaning and gutter cleaning being scheduled for fall. Three new roofs were completed by Joostens on buildings: Birch, Walnut & Spruce. Further financial review under 2026 Budget discussion. Request of Spruce 1 for reimbursement of plantings was denied. Beach Code/Pool Code will be changed week of October 13 following the AGM date.

Association Reserves: Report by Ernie Tjoelker on CD investments noting three CD's will be renewing in October, November & December.

Old Business:

1. Exterior Painting touch-up work was completed by Triple-T Painting [Jason Triplett]. Some additional painting will be completed on the newly roofed buildings barge boards that required replacement. M&M Construction & Painting looked at the buildings as well as Rick Bunzel of Pacific Crest Reserves [home inspector, and concur with the Board that full painting of the buildings may be set over another year or two as the body paint is holding up well – with some areas of touchup work/siding replacement being done as necessary
2. Maple Building - All new insulation has been placed under the Maple building with the vendor approved by PSE doing this work. On the building paint schedule, Maple Building is the 1st building to be re-painted when the paint schedule is finalized. Maple Building is on the schedule to be re-roofed.
3. Garbage enclosure: Following discussion on the cement slab and sloughing, the Board determined to look at the slab in spring 2026 to decide if any further work or sealing product should be applied.

New Business:

1. 2026 Budget discussion/review and finalize:

Following discussion on the needs of the association, review of 2025 budget numbers through 08-31-25, and review of capital project work – Motion was made by John Kern to approve the 2026 Budget reflecting a \$50/per month dues increase effective 01-01-26, and a Special Assessment of \$500 due by 09-01-26 for funding of reserves for scheduled large capital project work [roofs]; 2nd by Devyn Briscoe; and, passed.

Laura Tulett will provide Management with a President's Letter/Board Letter to be included in the owner's AGM packet.

2. The Owner's Annual General Meeting:

Scheduled to be held on Saturday, October 11, 2025 at 9:00 am at the Birch Bay Bible Community Church [room is reserved]. Registration for the meeting will begin at 8:30 am. The Board Members continue to 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. Mark Albert of Maple 1 has offered to submit his name as a candidate for the Board. Current Board Members with terms expiring are: Kerry Emerson, Chel Hull and Guy Linderman.

The AGM packet will be mailed on September 11, 2025 to all unit owners. Laura Tulett will take care of picking up the coffee/tea refreshments. Integra will pick up the goodies/donuts/morning snack platters.

3. Beach Fire Incident: John Kern reports that in the late evening hours of 09-04-25 some individuals from Bay Rim had hauled over some wooden pallets and a great deal of wood starting a large bonfire on the beach. The burn ban is in effect! The local fire department dispatched to the beach and immediately shut this down. PLEASE OBSERVE THE FIRE BAN RULES.

4. Adjournment. By unanimous decision of the Board with no further items for discussion the meeting was adjourned at 11:25 am.

Minutes respectfully submitted,

Cindyrae Mehler
INTEGRA Management

[No owner Q&A was held/ there were no owners in attendance]