

Bay Rim Park Condominium Association

ANNUAL GENERAL MEETING MINUTES

Saturday, September 16, 2023 at 9:00 am

Held at: Birch Bay Bible Community Church

QUORUM: Establishment of quorum with 37 unit owners in attendance either in person, by Absentee Ballot, or by Proxy.

The meeting was called to order by Candice Jean [CJ] Bradford, President at 9:09 am with a WELCOME to all unit owners in attendance.

Roll call of Officers and INTRODUCTION of Board Members: CJ Bradford (President); Rhonda Willet (Vice- President); Margaret Sackrider (Secretary); Ernie Tjoelker (Treasurer); Chel Hull (Landscape Liaison); Devyn Briscoe (Director); and, Laura Tulett (Director).

INTEGRA Management: Cindyrae Mehler

1. **Approval of Minutes** of the 09-17-22 Annual General Meeting
Motion to approve made by Deborah Price [Oak 3]; 2nd by Rob Proctor [M-8];
and, approved by all in attendance and Absentee Ballots.
2. **President's Report** – by CJ Bradford/ and Overview of events since last AGM by the Board Members:

Productive busy year for the Board in 2023. Garbage enclosure is complete with a cinderblock construction that will last for many years and will accommodate much needed additional recycle and garbage containers; tool shed updated with a new roof and structure reinforcements, plus cleaning and organizing the site storage, maintenance area and garbage areas. Additional projects throughout the complex included a new pool filter, sidewalk safety modifications, tree trimming and removal, roof and gutter cleaning, moss deterrent application to roofs, dryer vent cleaning, pest and insect remediation – with bees having a bumper crop year, as well as ongoing landscape maintenance, rot repairs, touch up painting, etc. The Board and all owners are dealing with skyrocketing inflation, with labor & materials costs in some areas tripling, but in all areas increasing significantly. Due to the unprecedented escalating costs and the ever present need to continue to contribute to our Reserves for future needs including planning for asphalt work, roofing & re-siding of the buildings during the next paint schedule, the Board has proposed a 2024 Budget reflecting a \$25/per month dues increase, bringing our monthly dues assessment to \$325 beginning January 1, 2024. This increase will allow us to maintain our fiscally sound operating budget and hopefully facilitate the Reserves contribution needed. Our dues fee package includes payment of water, sewer, garbage, master policy of insurance, including Flood insurance on each building, management costs, grounds maintenance, landscaping & pool expenses.

Reminders to all: Recycling of the garbage is so very important. Emphasis on breaking down the cardboard boxes flat for correct disposal. Spread the word among all owners and residents to work together to recycle conscientiously and to keep the garbage enclosure area cleaned up and clear. Do not leave items marked for FREE at the mailboxes. Dispose or donate your personal items on your own. If you have a FREE item to be re-homed, an option would be to place a FLYER at the mailbox area perhaps with a photo attached of the item and your Building/Unit number where the item is available. Reminder to abstain from feeding the wildlife. Peanuts, birdseed, animal food left out encourages rodent activity which is destructive to the buildings. Good lighting will serve as a deterrent to the wildlife activity such as racoons/ coyotes. Refocus on keeping the beach in its natural state, including some supplemental planting of grasses in the effort to diminish erosion. The beach was not mowed this 4th of July allowing plants to grow with Kildeer nesting once again. Fireworks on the beach is an issue. Wildlife is harmed from left over fireworks.

Laura Tulett serves as the Newsletter Editor. If you have ideas/items to be included in the Newsletter, please reach out to her.

Uniquet negotiations: Finally all easement documents have been signed & notarized by the Oak and Walnut building unit owners. These have been turned over to the association's legal counsel for final signature by Uniquet and recording with the Whatcom County Auditor. Uniquet has advised counsel they are prepared to move forward with the agreement. Please remember to register your vehicle with management and to update your vehicle registration when needed.

3. **Treasurer's Report** [Ernie Tjoelker- Board Treasurer]

Overview of financials for past year & presentation of proposed 2024 Budget [dues increase proposed - inflation]. Open Q&A for any questions on the proposed Budget.

4. Election of Board of Directors [3-positions open/ 2 are 3 yr terms & 1 is a 1 yr term]

Candidates:	Laura Tulett	Oak 5
	Ernie Tjoelker	Walnut 6
	John Kern	Walnut 1

** there were no nominations from the floor

Two (2) proctors were by appointed by the Board to oversee and assist with the Ballot count process: Rob Proctor [M-8] and Allyson Leavitt [A-5]. A break was called in the meeting for tally of the Ballots turned in.

Brief recess for Ballot Tally Count / intermission for refreshments

RESULT OF BALLOT TALLY: Results were announced by President CJ Bradford]

- (a) 2024 Budget - Ratified by Ballot Vote with 31 YES votes and 2 NO votes.
- (b) Board Members Selected [3-positions]:

Laura Tulett	Elected.
Ernie Tjoelker	Elected.
John Kern	Elected.

4. **GENERAL Business.**

Maple 8 / Rob Proctor: Inquiry on drainage issues: Board responds the drain head in the pond was checked and is cleared of any debris at this time. Ernie will continue to monitor the pond drain. Drainage concerns behind Maple building seem to be exacerbated by the neighboring trailer park. The Board continues to try and work with these neighbors.

Oak-8 / Bobbie Brown: Reminisced on complaints from 15+ years ago. States side wall on Oak building needs work. Board responds maintenance will address issue found with wall – if any, and old topics brought up are redundant and inappropriate for this meeting. ,

Spruce 1 / Darko Radulovich: Expresses the need for additional mulch in the common area in front of building Spruce 1. Board will look at this area and address as needed.

Spruce 8 / Susan Alexander: Looks forward to additional plantings being considered for the courtyard area. Inquiry on handrails for front entry – some units have them, other units do not. Wants the Association to reconstruct her cement steps to front entry. Cement steps are original construction and original design. If a unit owner wishes to modify the front entry steps or landing, this would require a written request to the Board with a plan for building same for the Board's review and approval. The addition of a handrail for a front entry only requires a written request to the Board with a like-kind design as completed on other units for the Board's review and approval.

Maple 6 / Al Potnik: Requests the Board to consider the addition of another container in the garbage enclosure area for yard waste. Board will place this as a discussion item for their next Board meeting.

Oak 3 / Deborah Price: Requesting additional tree removal. She will send a photo to the Board of the problem tree and the location. The Board will place this as a discussion item for their next Board meeting.

Walnut 1/ Susetta Cole: Wonders about the addition of improved signage for Building locations for delivery people to assist them in locating buildings – units? Board is currently working on this with having the Building Letter added beside the Unit numbers on the entrance to units. Rhonda & Laura are working on this project.

Alder 8/ Lorraine Bondesson: Reminder to keep the back easement path area behind buildings Birch, Alder & Fir clear of any restriction for the required emergency access area.

Spruce 1/ Alanna Radulovich: Wonders about beach/waterfront flooding by a catastrophic event and what efforts or investigation could be done. The county may be working on options for dredging of Terrel Creek; County could raise the road to a new height to deter water encroachment; inflatable wall option – Laura advises she has one of these at a cabin area she owns.

Maple 1/ Mark Albert: Inquires about whether the Board has looked into crawl space insulation under buildings recently. The Board will put this as a discussion item for their next Board meeting and discuss having an inspection done by a contractor.

REMINDER of 2024 date for Owner Annual General Meeting: Saturday, September 14, 2024.

THANK YOU AGAIN from the Board Members to everyone for coming to and participating in the Owner Annual General Meeting. And, THANK YOU to CJ Bradford for her service to the Board for the past 12-years.

The Board will meet briefly immediately following the AGM to determine Officer Positions for 2023-2024, Reserve Account Signors, schedule the quarterly Board Meeting Dates for the coming year.

There being no further items for discussion, Motion was made by Margaret Sackrider [A-1] to adjourn the meeting; 2nd by Carol Klander; and, passed unanimously. The meeting was adjourned at Board President – CJ Bradford adjourned the meeting at 11:20 am.

Respectfully submitted,

Cindyrae Mehler

INTEGRA Management