

# **Bay Rim Park Condominium Association**

## **ANNUAL GENERAL MEETING MINUTES**

**Saturday, October 11, 2025, at 9:00 am**

**Held at: Birch Bay Bible Community Church**

**QUORUM:** Establishment of quorum with 35 unit owners in attendance either in person, by Absentee Ballot, or by Proxy.

The meeting was called to order by Laura Tulett, President at 9:02 am with a WELCOME to all unit owners in attendance.

**Roll call of Officers and INTRODUCTION of Board Members:** Laura Tulett (President); Kerry Emerson (Vice- President); Devyn Briscoe (Director); John Kern (Director); and, Guy Linderman (Director).

**Absent:** Chell Hull (Secretary/Landscape Liaison), & Ernie Tjoelker (Treasurer)

**INTEGRA Management:** Cindyrae Mehler, Tess Allison, and Kayla Hardenbrook

**1. Approval of Minutes** of the 09-16-23 Annual General Meeting [no quorum established 2024]. Motion to approve made by Todd Nunamaker [Unit: M-2]; 2<sup>nd</sup> by Deborah Price [Unit: O-3]; and, approved.

**2. President's Report (Laura Tulett)**

It was a productive year for the Board in 2025. Projects throughout the complex included roof replacements for Alder, Spruce, and Walnut buildings, tree trimming, roof and gutter cleaning, moss deterrent application to roofs, dryer vent cleaning, pest and insect remediation, 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 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, additional roofing replacements, and re-siding of the buildings during the next paint schedule. The Board has proposed under the 2026 Budget a \$50/per month dues increase, bringing the monthly dues assessment to \$400 beginning January 1, 2026, and a Special Assessment of \$500 due in full by January 1, 2026, but is graced until September 1, 2026. This increase will allow us to maintain our fiscally sound operating budget and help replenish the Reserves from the phased roofing project of all buildings. The 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.

Reminder to all: Recycling garbage is 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 clean and clear. Reminder to abstain from feeding the wildlife. Peanuts, birdseed, animal food left out encourages rodent activity which is destructive to the buildings.

John Kern serves as the Newsletter Editor. If you have ideas/items to be included in the Newsletter, please reach out to Management.

**3. Treasurer's Report [BOD Treasurer - Ernie Tjoelker was unable to attend the AGM // John Kern gave the Treasurer's report on Ernie's behalf]**

John Kern provided an overview of financials for the past year and presented the proposed 2026 Budget [dues increase proposed – inflation / 2026 Special Assessment]. Open Q&A was held for any questions on the proposed Budget.

The Board President, Laura Tulett asked for two (2) volunteers to serve as proctors to oversee and assist with the Ballot count process: Aleksander Greenleaf [H-6] and Rob Proctor [M-8].

Mark Albert [Maple 1] spoke to the owners in attendance stating he has recently retired, has a construction background and is now able to offer to serve on the Board and would love to help serve the Bay Rim community.

BOD – Kerry Emerson, requested to remove her name from the ballot as she is working 2-jobs and thanks Mark Albert for stepping up.

**4. Election of Board Members with expiring terms:**  
[7-member Board/serving staggered 3-yr terms]  
[3-open positions / each 3-year terms]

|             |               |          |
|-------------|---------------|----------|
| Candidates: | Chell Hull    | Fir 4    |
|             | Guy Linderman | Spruce 7 |
|             | Mark Albert   | Maple 1  |

**\*\*Brief recess for Ballot Tally Count / intermission for refreshments\*\***

**RESULT OF BALLOT TALLY:** Results were announced by President Laura Tulett.

(a) 2026 Budget - Ratified by Ballot Vote with 27 YES votes and 8 NO votes.

(b) Board Members Selected [3-positions]:

Chel Hull                      **Elected. (3-Year Term)**

Guy Linderman              **Elected. (3-Year Term)**

Chel Hull                      **Elected (3-Year Term)**

**5. NEW Business:**

**Beach discussion - Maintenance / Upkeep / Use:**

Board President, Luara Tulett noted that herself and Chel Hull had an erosion study done on the beach which verified the beach has experienced some erosion issues. Laura advises all owners to please leave all beach driftwood on the beach as this helps stop waves from crashing into/onto the

beach. Devyn Briscoe, proposed the Beach on the right-side be left natural, and the beach to the left-side be regularly maintained [near the volleyball court / kayak area]. The Board took a “straw vote” to obtain an idea on how the owners would like to have the beach maintained. Owners in attendance overwhelmingly agreed to maintain the beach area on the left-hand side and leave the right side in a natural state. Work parties will be scheduled to complete this task. Laura provided a reminder to all owners in attendance that it is required to have all kayaks/boats labeled with the owner’s building and unit number. The Board will decide on a cleanup date for this area and all unlabeled kayaks/boats will be removed.

#### **Vehicle Parking discussion – Registration/ Multiple vehicles parked onsite:**

Laura Tulett reminded all owners that vehicles are required to be registered with Management. Also, only two vehicles are allowed onsite. If owners have a third vehicle, there is a monthly fee associated with parking their third vehicle onsite if space is available. Laura Tulett reminded all owners that the grass strip where a lot of owners park their extra vehicle(s), is NOT Bay Rim’s property and advises anyone who parks there currently, parks at their own risk of being towed by the owner of that property. Bay Rim Park does not have legal authority to remove any vehicles from this grass strip. The Board requested all owners that have visitors to please show their guests where the visitor parking is, and all landlords to ensure their tenant’s vehicles are registered with Management.

#### **Garbage Enclosure / Security Cameras:**

A reminder was provided to all owners to please break down your boxes prior to placing them in the garbage enclosure area. Additionally, any large items such as appliances, bikes, etc., need to be disposed of offsite. Devyn Briscoe advised that the Board had an estimate for installment of security cameras in the parking lot area and garbage enclosure area. Devyn Briscoe called for a “straw vote” to obtain an idea on how the owners in attendance feel about the installment of security cameras. Owners in attendance were in favor of having security cameras installed with the “straw vote” resulting in 18-Yes votes and 6-No votes. Integra Management will obtain an updated estimate for installment of security cameras. Once received, Integra will forward the estimate to the Board for their review and decision on how to proceed.

#### **6. General Business:**

Maple-4 / Stephanie Shaffer: Inquiry on roof replacements. Board responds that they are aware of the status of all the roofs, and all roofs were inspected with recommendation of the order of roof replacements. Owner also inquired about the bait boxes onsite and is concerned that it was inhuman to utilize the poison process for control.

Walnut-1 / Susetta Kern: Suggests having signage placed on the pool stating where pool chairs are allowed.

Maple-6 / Albert Potvin: Reminder to all owners to please ensure to pick up your garbage at the beach. There are still fireworks left over, balloons, misc. garbage, etc.

Birch-8 / Sean Philbrick: Notes there is a large, abandoned trailer located on the grass strip which is not Bay Rim’s property and is inhibiting vehicles from backing out of their assigned parking spaces in this area. BOD – Devyn Briscoe thinks he knows who the trailer belongs to and will try to speak with them about removal of the trailer.

Oak-8 / Bobby Brown: Again wants clarification as to why the Board cannot remove the vehicles parked on the grass strip. The Board informed Bobby that as stated before, this strip of grass is not Bay Rim Park property so there is nothing the Board can do. The Board advised Bobby that if he would like to call the City to find out who the property owner is and request they do something about the vehicles, he certainly can.

Oak-3 / Deborah Price: Asked if the security cameras that will be installed have night vision. BOD Devyn Brisco responded that yes, the security cameras will have night vision.

**REMINDER:** 2026 tentative date for Owners Annual General Meeting:  
Saturday, September 19, 2026, at the Birch Bay Bible Community Church.

THANK YOU AGAIN from the Board Members to everyone for coming to and participating in the Owner Annual General Meeting.

The Board will meet briefly immediately following the AGM to determine Officer Positions for 2025-2026, confirm Reserve Account Signors, and schedule the next quarterly Board Meeting Date.

There being no further items for discussion, by unanimous agreement of all – the meeting was adjourned by Board President – Laura Tulett at 11:05 am.

Respectfully submitted,

***Kayla Hardenrbook***  
INTEGRA Management