

LATITUDE 49 RESORT PARK
BOARD OF DIRECTORS MEETING MINUTES

DATE: Friday, January 22nd, 2010

PLACE: Integra office - Bellingham

TIME: 9:30AM

PRESENT:

Vice President: Ina Danielson

Secretary/Treasurer: Ann Archer

Director: Jim Johnson

Director: Ken Gunderson

ABSENT:

President: Don Schleuse

Director: Larry DaShiell

Director: Charlie Jenkins

INTEGRA Representatives: Cindyrae Mehler and Tess Allison

Minutes from the November 12th, 2009 Board of Directors meeting were reviewed. Motion by Jim Johnson to approve, 2nd by Ken Gunderson to approve the minutes, motion carried unanimously.

Minutes from the Board of Directors Executive meeting on November 12th, 2009, were reviewed. Motion by Ken Gunderson to approve the minutes, 2nd by Jim Johnson, the motion carried unanimously.

TREASURER'S REPORT:

Ann Archer reported on the Financials prepared for the association through 12/31/09, as follows:

Whidbey Island Bank – Lat49 operating account	\$ 52,694.17
Edward D. Jones – Reserves	\$142,504.88
Whidbey Island Bank – Reserves	\$ 11,335.49

Ann Archer reported prepaid dues of \$16,268.47. A \$20,000 CD came due on January 22, 2010 and was re-invested as a 9 month CD to come due November 1st, 2010. Latitude 49 has a ladder of CD's coming due each month this year. A Fanny Mae investment of \$10,000 comes due February 12th, 2010 and will be put into a 12 to 18 month CD. Additional funds from the Whidbey Island Reserve account will be added to the \$10,000.

Tess Allison gave the 2009 Year End report. The over/short of each area was reported with the Net Total for the 2009 operating year being short by \$2,122.98. Note, this takes into consideration that the total road project job was paid for from the association's general operating account, without the necessity of transferring funds from the Reserve Account to cover this project.

Integra reported that over 1/3 of the Lot Owners in Latitude 49 pays their monthly dues assessments via ACH [electronic pull for payment of dues on the 5th day of each business month].

Ann Archer made a motion to move \$25,000 from the operating account to the Whidbey Island reserves account – an interest bearing account. Jim Johnson 2nd and the motion carried unanimously.

INTEGRA MANAGEMENT REPORT:

Cindyrae Mehler reported on the few delinquent accounts we have in our complex. She is in contact with each of the owners except for one lot owner that has not responded to phone calls or statements or letters. As the account is over

90-days past due with no response from the owner, a Lien will be filed against this lot to protect the interests of the association and secure payment.

Cindyrae introduced the concept of colored postcard notes [green] to be sent out by Integra for lawn mowing infraction reminders. The printing cost will be approximately \$100 for 500 with the upside being lower cost for postage and the card could be filled in at the time of the drive-around. The Board will review this concept and depending on the response of the lawn postcards, other areas of infractions may be handled the same way in the future.

Cindyrae has contacted copying sources to estimate the cost of printing, sorting, and binding the **Amended and Restated Declaration** and the **Amended & Restated Bylaws** to be distributed to all Lot Owners this spring which will be approximately \$850 for 320 sets. This does not include postage and mailing of the packets.

Jim Johnson submitted an unsigned and undated letter that was found in the door. The letter had information about a speeding car in the park. With such concerns, please report the incident to the Sheriff's office and call Integra so they may make note of the vehicle and time of incident also. All letters/notes should be dated and signed in case there are questions and to have a clear idea of when something happened.

Latitude 49 received a letter to join the Birch Bay Chamber of Commerce for \$75 per year. Since we are not a business, the Board declined the offer.

Discussion was held on an appropriate location to place the basketball hoop. A decision has not been reached yet on where to move it.

COMMITTEE REPORTS:

Architectural:

Ken Gunderson reported that as it is winter, it has been slow - with 1 request for a fence on one lot; and, -2- request to allow removal of shrubs on a second lot.

Activities:

Ina Danielson reported not many activities are happening during the winter time. Wednesday morning coffee is going good. The Christmas dinner was well attended. Dinner was served to the tables and after dinner were games and gift exchanges. From the Activity meeting came the suggestion that the dinner and the games/gift exchange should be on two different days. Friday potlucks are twice a month. There is a schnitzel dinner on February 20th at \$3 per person. Canned food will be collected for the food bank and the proceeds from the dinner are to go to Haiti relief.

Don Wilcox and crew have installed 3 shelves in the basement for decorations and hangers for the Christmas wreaths. Thank you!

Grounds and Maintenance:

Jim Johnson provided a list of the projects that have been done that were over and above the regular weekly work duties of Dave in maintenance .

The “metal works” around the park need painting. Cindyrae will look at bids to power coat the front gates and front fence. It is noted that all of the fencing around the park and around the pool area is in need painting.

The laundry will be closed for the day on Wednesday, January 27. Floors will be buffed and the washers and dryers will be pulled out and routine cleaning and annual maintenance will be attended to.

Jim Johnson reports the association treadmill squeaks and needs attention.

Integra will have the pool-tables re-felted, refurbished bumpers and order new table covers made also. Jim Johnson will see to the re-buffing of the shuffle board.

OLD BUSINESS:

1. Nominating Committee: Ina brought forward several names to be on the committee and asked for any other names of owners who might be interested in serving on the Nominating Committee.

2. Update on tree removal: Ken Gunderson reported that 4 trees were removed and one tree limbed along the south fence line. Clean-up was completed and the lot owners were very happy with the work.
3. Declaration and Bylaw revisions: Integra has provided revisions of the governing documents prepared by attorney Hugh Lewis to each of the board members to review for one final time prior to sending for final printing. One more meeting is needed to go over any changes left.

Thursday, April 15, 2010, Hugh Lewis will be at Latitude 49 to explain why the Declaration and Bylaws needed to be revised. *Lot owners will be able to pick up a copy of the revisions at this meeting.* Following the meeting, Integra will mail copies to those owners that were not present so that ALL owners in the complex receive a copy of the documents. **A second meeting with Hugh Lewis will be on Friday, May 14th, 2010.** The purpose of this meeting is to allow the owners in the park an Open Question & Answer time directly from attorney Hugh Lewis with any inquiries they may have concerning the revised Declaration and Bylaws.

4. Board Manual: Ina Danielson revisits the need for a Board Manual as she believes the manual would help to answer questions of responsibilities and would be a guide for new board members to follow.
5. Security in the park: Positive comments have been received from the owners in the park - with great appreciation for added security measures.
6. Exercise bike: Ann Archer remains on the lookout for a recumbent bike that will stand up to heavy use. It is anticipated the cost may well be much more than originally thought. Makes and models will be researched.
7. Ongoing problems with infractions of Rules and Regulations:

A large tree was found in and removed from the compactor. Garbage area problems were discussed. Cindyrae reported that owner response to infraction phone calls and letters has been good with the owners correcting any issues as they arise. Frequently the infraction is an oversight by the lot owner and a phone call is all that is necessary.

CORRESPONDENCE:

The following correspondence was received and reviewed by the Board:

1. Dan and Nancy Bernard
2. John Chadwick
3. Norm Dahl

NEW BUSINESS:

1. Status of landscaping of park entrance: Cindyrae has requested an estimate to upgrade the front entry by the gate, complete the landscaping prior to spring, and tree trimming.
2. Discussion regarding updating front fence and gate: The front gate and immediate adjacent fence at the entry is slated to be painted this year. Cindyrae is requesting Bids on this project as it is anticipated that sand blasting may be required on the gate. The Board is leaning toward painting the entry gate and adjacent fencing a jet black color for a rich look.

The next Board meeting is scheduled for Friday, February 26th at 9:00 am.

There being no further business, the meeting was adjourned at 12:30 pm.

Minutes prepared and transcribed by:

Ann Archer