

## LATITUDE 49 RESORT PARK

### BOARD OF DIRECTORS MEETING MINUTES

DATE: Friday, February 26<sup>th</sup>, 2010

PLACE: Latitude 49 - Main Office

TIME: 9:00 AM

#### 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 Representative: Cindyrae Mehler

In the absence of Don Schleuse, Ina Danielson presided.

Minutes from the January 22<sup>nd</sup>, 2010, Board of Directors meeting were reviewed Motion by Jim Johnson to approve the minutes, 2<sup>nd</sup> by Ken Gunderson. The motion carried unanimously.

#### TREASURER'S REPORT:

Ann Archer reported on the Financials prepared by Integra for the association through 01/31/10.

Whidbey Island Bank – Lat49 operating account	\$ 62,220.44
Edward D. Jones – Reserves	\$143,043.09
Whidbey Island Bank – Reserves	\$ 11,339.34

**Note:** The amount of \$25,000 that was approved in the January 22<sup>nd</sup> meeting to be moved from the Whidbey Island operating account to the Whidbey Island reserve account will be reflected in the February 2010 financial report.

It is anticipated the scheduled repair/renovation of the swimming pool will be covered with the funds held in the Reserve fund at Whidbey Island Bank.

Ann Archer reported prepaid dues of \$16,548.47. There is only \$2,046.22 in late dues. Currently over 1/3rd of the owners in Latitude 49 pay their monthly dues assessment utilizing the ACH program - which allows for automatic dues payments to be made to the association each month. Contact INTEGRA if you would like to take advantage of this monthly payment program.

#### INTEGRA MANAGEMENT REPORT:

During the March spring tour of the Park, Integra will be specifically checking on lawns, grass and weeds. The winter concerns had been for lost shingles, loose skirting, and wind damage. With the onset of spring and the warmer than normal temperatures we are experiencing this season, more attention will be on the clean-up of lawns and gardens. The green "lawn care reminder" postcards Cindyrae introduced last meeting will cost less than \$50 for 500.

The Board and INTEGRA will be sending out a **Spring Memo** as a reminder to all owners of the following items:

1. Lawn and garden care and cleanup;
2. Meeting date when the amended Declaration and By-Laws will be available for pick up and distribution;
3. Meeting date when attorney Hugh Lewis will be on-site for an open Owner Question & Answer period;
4. Reminder that two (2) positions on the Board will be open to be filled and to contact Integra if you are interested in serving on the Board; and,
5. Information on the front gate/entrance cleanup, painting, landscaping & small repairs to the main gate.

## COMMITTEE REPORTS:

To help in recording the Minutes, each committee report should be in writing and turned into the Secretary to be attached to the minutes.

### 1. Architectural:

Seven requests were received with six approved and one sent back to the owners requesting additional information. Lots approved: 55, 33, 96, 299, 292 & 277.

### 2. Activities:

Ina Danielson reported on the activities for the past month. Only four people were present at the February Activities meeting. The March meeting will be Saturday March 20<sup>th</sup> at 10 AM. About 50 people were served at the chicken schnitzel dinner. A full box of food was collected for the Blaine food bank and a total of \$216.05 was collected to be given to the Red Cross for Haiti relief.

The Board may be held responsible for the actions of the committees. Therefore, as a *reminder to all committees: All projects need to come to the Board for approval before they are begun.*

### 3. Grounds and Maintenance:

A. Treadmill has been repaired to the tune of \$500, for a new motor and maintenance overhaul. Over 1500 miles were recorded on the treadmill since it was purchased, which is too much for a "home-use" unit. It is recommended that future items purchased for the complex be a "commercial grade" item.

B. Spa shower has been re-built. The pipe had split because of cold weather and the shower head had been pulled off and needed to be replaced.

C. The logs have been re-finished in the office building and all has been dusted. The carpet has been shampooed.

D. Floors of the club house will be done this week with laundry/pool room to follow.

**Maintenance Note:** Because of the weather, jobs will be bouncing between inside and out-side to accommodate lawn growth, weeding, etc.

E. To re-felt the pool table and bumpers will be about \$300. For two new covers for the tables will be \$65 each. Jim Johnson made a motion to have the pool table re-covered and covers made for both tables. Ann Archer 2<sup>nd</sup> the motion. All were in favor to the motion.

#### OLD BUSINESS:

1. Declaration and Bylaw revisions: Before the governing documents are sent to print, the board has scheduled one final review meeting with Hugh Lewis in early March.
2. Board Manual: Ina Danielson wants the board to have a Board Manual in place. She has compiled some information to prepare a Board Manual and proposes a special board meeting to review and discuss the criteria that should be included in such a document. A special meeting for this purpose was scheduled for Friday, 03-05-10 at 9:00 am.
3. Exercise bike: Ann Archer has been assisting with research for a new recumbent bike for the exercise room. A commercial grade recumbent bike can be purchased through Whatcom Physical Therapy for \$2,200 plus tax. This price includes shipping. This is a Sportsart C531R bike that is good for 6 hours of use per day. A commercial grade bike will stand up to the use/over-use that the standard "Sears"/home-use bike is not made for and in the long run will be a money saver. Ann Archer made a motion to increase the amount for a commercial grade recumbent bike to not to exceed \$2,300 plus tax. Jim Johnson 2<sup>nd</sup> the motion. PASSED unanimously.
4. Update on landscaping at front entrance. Has been completed.
5. Update on painting of front gate and fence. Ken Gunderson has received 4 bids with a 5<sup>th</sup> to be done shortly. The differences are in industrial paint (4 to 5 years) vs. powder coating (up to 15 years) and whether the gates will be worked on here or are removed and taken to the shop to be worked on. When all of the bids are received, the Board will finish their review and

hopes to move forward with this project to have it completed shortly and finish the *face lift* to our front gated entry.

CORRESPONDENCE:

None.

NEW BUSINESS:

1. Annual garage sale: Possible garage sale in the spring – mid to late May as well as in August. Need to find what interest there would be.
2. Property for sale information board at park entrance. The question posed was to keep or not to keep the information board? There have been comments for and against it. Those present at the meeting decided that the board would be re-painted and the torn/damaged boxes replaced. Cindyrae will purchase additional clear placement boxes to complete the refurbishment. These are “first-come / first-serve” listing boxes for the convenience of our park owners wishing to sell a lot in the complex. Any further decision as to the future of the information board will be made this summer.
3. The next Board meeting will be **Monday, March 29<sup>th</sup>, 2010 at 9 am.**

There being no further business, the meeting was adjourned at 11:50 am.

Minutes prepared and transcribed by:

***Ann Archer***

Board Secretary/Treasurer