

**LATITUDE 49 RESORT PARK
BOARD OF DIRECTORS MEETING MINUTES**

DATE: November 8, 2011
PLACE: Latitude 49 Resort Park
TIME: 10:00 A.M.

CALL TO ORDER:

President Don Schleuse called the meeting to order at 10:00am.

PRESENT:

President:	Don Schleuse	Treasurer:	Ann Archer
Vice President:	Ken Gunderson	Director:	Jim Johnson
Director:	Jim Johnson		
Secretary:	Lynn Button was available for meeting participation by speaker phone		

INTEGRA Representative : Cindyrae Mehler

PAST MEETING MINUTES:

Motion by Ann Archer to approve the Minutes of the 10-14-11 OPEN Board Meeting as presented; 2nd by Ken Gunderson, all in favor, motion carried.

Motion by Jim Johnson to approve the Executive Minutes from 10-14-11; 2nd by Ann Archer, all in favor, motion carried.

INTEGRA REPORT:

The 10-31-11 Financial Report will be completed and available on 11-15-11. As of 09-30-11, the Whidbey Island Bank operating account balance was \$24,988.91; Whidbey Island Bank reserve account was \$24,475.11; Bank of America [Savings account] was \$836.55; Bank of America [Activities account] was \$1,580.73; Edward Jones Investment Reserve Account Balance was \$183,782.59; and Petty Cash balance \$268.03, for a total balance of \$235,931.77.

Regular collection of dues continues for the 316 units in the park, with four units in a delinquent cycle. INTEGRA continues to work with Attorney Greg Thulin on past due accounts over 60 days.

Routine park inspections continue with reminder notifications to the owners of non-compliant lots being mailed and/or courtesy phone calls being made.

Unit #45 has failed to correct and remedy the status of the exterior appearance of the lot. Ann Archer motioned for INTEGRA to contract maintenance to bring the lot into an acceptable park

condition, with the charges for maintenance and upkeep to be assessed to the lot owner; 2nd by Ken Gunderson, all in favor, motion carried.

TREASURER'S REPORT:

Ann Archer reports that \$15,000 has been transferred from the Whidbey Island Bank Reserve Account to Edward Jones for investment in a short term CD. At this time, the short-term CD's as they mature are being reinvested in like/kind short-term CD's.

COMMITTEE REPORTS:

Architectural Committee: Ken Gunderson reports that since the last Board Meeting three (3) Architectural Request forms have been received and were approved. The committee meets the 1st and 3rd Wednesday of each month to review Architectural Request forms.

Activities Committee: Ann Archer reports the Spaghetti Feed was well attended with over 60-people and an additional \$490 was raised for the X'mas Family Children's Fund. Ann reports that this year we are sponsoring 16-children; and, from additional funds raised this past year there is approximately \$980 in total sponsorship funds for this project. **Congratulations to everyone who has assisted with this wonderful endeavor for our community.**

The Thanksgiving Day Dinner was also well attended, with service to 99 people. Everybody had a good time and following expenses the Activities Group reports a profit of approximately \$140.

Christmas Dinner is scheduled for Friday, December 16, 2011, and the annual Christmas Decorating Party will be held the first Saturday in December.

Potlucks continue to be held every other week on Friday's with 5:00 pm for Social Hour; and 6:00 pm for Dinner.

Remember: Every Wednesday morning from 9:00 am to 10:00 am, coffee and donuts (with the fireplace on!) continues in the Mail Building. Please drop by for a hot brew, a sweet treat, and some good conversation.

Grounds & Maintenance: Jim Johnson reports that winterization of the complex is on schedule for full completion by the end of this week. Maintenance has been called to service the trash compactor as we are experiencing a continuing issue with the motor failing to shut off properly. Jim anticipates they will be on-site to complete full service this week. As of today, all of the exterior street lights are lit and functioning properly. The Latitude Maintenance Staff continues to work on the assigned winter projects generally done when the population is reduced in the complex. Some of these projects include: strip, clean and re-wax tile & linoleum floors; scrub & re-vitalize the hardwood floor in the clubhouse; clean interior logs & walls in all buildings, etc.

CORRESPONDENCE:

Lot/Unit #11 - Dall
Lot/Unit #118 - Hillman
Lot/Unit #304 - Sweeney

UNFINISHED BUSINESS:

Ken Gunderson reports that Fence Pro has completed the fence project for the new dumpster area.

INTEGRA and the Board is reviewing the Reserve Study draft received from Bach & Associates. It is anticipated the Reserve Study Report will be completed in final form in early December.

NEW BUSINESS:

Ann Archer and Don Schleuse present options the Activities Group has been discussing for the proposed purchase of new table cloths for the Activities Building. A large variation in price range and material selection has been recognized. The Board has not yet confirmed a decision as to which tablecloths to purchase. Ann Archer motions that once a determination is made by the Board on the product selection of the tablecloths, that the Board authorize an expenditure of \$400 at this time toward the purchase of said tablecloths for the Activities Building; 2nd by Lynn Button, all in favor, motion carried.

The Board has reviewed the Bid submitted by Guardian Security for installation of a new Fire Alarm Monitoring Panel (AES radio monitoring). The current dialer for the fire panel is in need of replacement. Motion by Ann Archer to move forward with the AES radio monitoring system with Guardian Security to ensure we have a reliable and fully functional fire alarm system in place; 2nd by Ken Gunderson, all in favor, motion carried.

The Board is working on general housekeeping updates to the Rules & Regulations (House Rules) for the association. It is anticipated the updated Rules & Regulations will be completed by the end of November for a full mailing to the owners.

The next regular Board Meeting will be on Tuesday, February 14, 2012 at 9:30 a.m..

The next OPEN Board Meeting will be on Friday, March 16, 2012 at 10:00 a.m.

The Board Meeting adjourned at 12:45 pm. Following the regular Board Meeting, the Board met in Executive Session to review the delinquency rent roll and to review maintenance personnel matters. .

Respectfully submitted,
Cindyrae Mehler, Property Manager