



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

DATE: September 16, 2011
PLACE: Integra Office
TIME: 9:30 AM

CALL TO ORDER

President Don Schleuse called the meeting to order at 9:45 AM.

PRESENT

Ken Gunderson – Vice President Jim Johnson – Director
Lynn Button – Secretary Tess Allison – INTEGRA
Cindyrae Mehler – INTEGRA Caity McDonald – INTEGRA

This meeting was conducted at the INTEGRA office and SKYPE was used for Secretary Button. Ann Archer was not present and she was available by phone.

PAST MEETING MINUTES

A motion was made by Ken Gunderson and seconded by Jim Johnson to approve the August 8, 2011 Open meeting minutes. The motion carried. A motion was made by Ken Gunderson and seconded by Jim Johnson to approve the August 8, 2011 Executive Board meeting minutes. The motion carried.

INTEGRA REPORT

Financial: Tess Allison reported that we currently have \$16,497.79 in Checking and \$6,068.80 in Accounts Receivable. We are \$828.58 under budget.

Park Inspection/Non-compliance: Cindyrae Mehler reported that INTEGRA representatives along with a Board member continue to tour the park for non-compliance issues. Owners with outstanding issues have been sent letters for compliance.

TREASURER REPORT

Tess Allison reported the following:

Assets

Bank:	\$227,438.84
Accounts Receivable:	6,068.80
Other Current Assets:	4,729.32
Fixed Assets:	<u>60,070.71</u>
TOTAL ASSETS	\$298,307.67

Liabilities & Equity

Total Liabilities:	\$13,336.08
Equity:	<u>284,971.59</u>
TOTAL LIABILITIES & EQUITY	\$298,307.67

The Edward Jones reserve account has \$183,980.41 in CD's and the Whidbey Island Bank reserve account has \$24,470.88.

COMMITTEE REPORTS

Architectural: Ken Gunderson reported that 7 architecture requests were received and approved.

Activities: Don Schleuse reported that several activities have occurred since the last meeting. Wednesday coffee, Friday night potluck, and card games continue. The Activities Committee has \$1,385.18 in their fund.

Grounds and Maintenance: Jim Johnson provided an update on the progress of the maintenance staff.

- The flower beds around the tennis court front have been completed and mulch was spread in this area as well as some of the common areas. More mulch will be purchased after the winter.
- The pond surface will be raked, the grass mowed and the ivy has been removed.

The 2 maintenance staff will work 4 days a week (32 hrs. each) with one overlap day (Wednesday) throughout the winter.

The placement of Christmas decorations was discussed and the flagpole, guard shack, and low bushes in front of the buildings will display lighting decorations. Some of the current decorations are in need of replacing and a motion was made by Lynn Button to allocate \$250 for the purchase of lighted holiday lawn ornaments. Ken Gunderson seconded the motion. INTEGRA staff will coordinate the purchase of the items with the Activities Committee. The motion carried. A discussion ensued regarding the hanging of lights from the buildings. The hanging of these lights requires a commercial grade light as well as installation. Bids will be sought and presented to the membership at the next AGM for consideration.

Correspondence: Don Schleuse briefly discussed the content of communications from the following owners:

- Lot 305: discussed, reviewed, filed
- Lot 96: personal contact was made, discussed, reviewed, filed
- Lot 233: discussed, reviewed, filed

Unfinished Business: Jim Johnson reported that the landscape weed eater was purchased. Ken Gunderson reported that the pad for the garbage enclosure and fence was currently under

construction. The information on security measures for the pool gate will be presented at the next AGM. The Reserve Study will be completed by the end of the year and the walk-about will be conducted by Bach and Associates on Wednesday, September 21, 2011 beginning at 10:00 am. Ken Gunderson, Jim Johnson, and Cindyrae Mehler will accompany Bach and Associates.

New Business: A request to rent kitchen equipment was made and Board members concurred that this is not a practice to pursue. Board members and Integra representatives have each received email notification from owners who complete the online form regarding issues of concern as well as compliments. The President will respond to the requests and ask for the assistance of other Board members or Integra. Gate access by cell phone was discussed and it will be considered at another time due to lack of information. Once the information is received then the Board will resume the discussion.

The next meeting will be an open board meeting with the date of Friday, October 14, 2011 at 10:00 am at the main clubhouse.

The board meeting was adjourned at 12:20 pm.

Respectfully submitted

Lynn Button, Secretary