



LATITUDE 49 RESORT PARK

BOARD OF DIRECTORS - QUARTERLY OPEN MEETING MINUTES

DATE: Friday, November 15, 2013
PLACE: Clubhouse OPEN MEETING
TIME: 9:30 AM

CALL TO ORDER

President Don Schleuse called the meeting to order at 9:30 A.M. and welcomed everyone. A brief question and answer period was held at this time for owners in attendance to ask questions of the Board and Management. The regular Board Meeting commenced at 10:00 A.M.

PRESENT

Don Schleuse - President
Ken Gunderson – Vice President
Excused Absence - Board Secretary, Lynn Button
Ann Archer - Treasurer
Jim Johnson - Board Member/maint. liaison

INTEGRA Management team: Cindyrae Mehler and Tess Allison were present.

PAST MEETING MINUTES

Motion to approve September 13, 2013 regular Board Meeting Minutes by Ann Archer; 2nd by Ken Gunderson; and, PASSED.

Motion to approve October 8, 2013 Executive Board Meeting Minutes by Jim Johnson; 2nd by Ann Archer; and, PASSED.

INTEGRA REPORT/FINANCIALS

Tess Allison reported the financial standing through 10-31-13 reflecting the following: Whidbey Island Bank operating account balance was \$49,980.01; Whidbey Island Bank Reserve Account Balance was \$24,519.17; Bank of America [Savings account] was \$836.55; Bank of America [Activities Account] was \$1,370.85; Edward Jones Investment Reserve Account balance was \$202,309.41; and Petty Cash balance was \$165.34, for a total bank of \$279,181.34. We continue to run under budget and note that we have not had to yet use allocated funds for snow removal - but cold weather is in the immediate forecast. The scheduled capital projects have been completed. Park property tours continue throughout the year.

Foreclosure proceedings are proceeding as to Unit #1 through the Whatcom County Superior Court and the Sheriff's office is currently scheduling a sale date for this Unit - which we anticipate will occur in January 2014.

TREASURER'S REPORT

Ann Archer reports the reserves held with Edward Jones remain consistent and CD's are being reviewed as they mature.

COMMITTEE REPORTS

▶ **ARCHITECTURAL.** Ken Gunderson reports that eleven (11) request forms have been received since the last Board Meeting, and all requests were approved. The Architectural Request Form is available to download on the Latitude 49 Website and copies are also available to be picked up in the Mail Building.

▶ **ACTIVITIES.** Ann Archer reports that the Activities will be holding a short meeting immediately following the Board Meeting. Potlucks continue to be held twice each month on Fridays, with social hour at 5 PM and dinner at 6 PM. The Christmas Fund received their family name for this year which is a local family with 11 children. Gifts have been purchased. The Activities Group is working on a Phone Tree Party throughout the park (this is a neighborhood reach-out program to assist people in the park when they need help). Please contact Ann Archer if you would like to be a part of this program. Thanksgiving Dinner is scheduled for Saturday, November 23rd. Christmas decorating work party is scheduled for Wednesday, December 4th. Reminder to all that Wednesday morning coffee & donuts has been moved to the Office Building.

▶ **GROUNDS & MAINTENANCE.** Jim Johnson reports the maintenance personnel are moving right along on scheduled winter items. Moss deterrent has been placed on the roofs, furnaces have been serviced, irrigation system blow-out completed, the big dryer was repaired (we had failure of an electronic component), the new gate is completed on Lot #9, new refrigerator in the Clubhouse kitchen, and new flags are up on the flag poles.

Unfinished Business:

1. Treadmill in the exercise room has been replaced with a commercial grade model and is under a regular service maintenance contract with Fitness Gear & Training.
2. New Gate has been completed on Lot 9 adjacent to Birch Bay Lynden Road.
3. Rules & Regulations update has been completed by the Board and copies have been mailed out to all owners in the park together with the President's Letter.

Correspondence: NONE.

New Business:

1. Tree Trimming - The Board has retained the services of a local arborist to assist with proper pruning and trimming of the trees throughout the park, with specific attention to the trees lining the drive entry into the park. The trees have grown so much and with such depth, that large vehicles entering the park were required to drive down the middle of the road to avoid contact with the limbs. Pruning work is scheduled to commence prior to the end of the year.

2. Small Utility Chainsaw - The old chainsaw has finally given up the ghost and reached the end of its useful life. Following discussion, Ann Archer motioned to purchase a new chainsaw, with the blade not to exceed 24" in length, at a cost of not more than \$500; 2nd by Ken Gunderson; and, PASSED.

3. Street Lighting - Don Schleuse advises that he has been in contact with PSE to see if there are any programs available to the association for doing a full new exterior street light renovation. He has received some information, and is continuing the research. Our street lights are nearing 20-years in age and we are experiencing frequency in maintenance on them. When additional information is received from PSE, a further report will be provided on options.

Next Board Meeting: The next regular meeting of the Board is scheduled for: Tuesday, February 11, 2014 at 9:00 am.

There being no further business, the Board Meeting was adjourned at 10:30 a.m.

Respectfully submitted,

Cindyrae Mehler
Integra Management