



LATITUDE 49 RESORT PARK

BOARD OF DIRECTORS MEETING MINUTES

DATE: Tuesday, April 23, 2013
PLACE: Latitude 49 Conference Room
TIME: 9:00 AM

CALL TO ORDER

President Don Schleuse called the meeting to order at 9:00 A.M.

PRESENT

Don Schleuse - President	Ken Gunderson – Vice President
Jim Johnson - Board Member/maint. liaison	Ann Archer - Treasurer
Lynn Button - Secretary [via cell phone]	

INTEGRA Management: Cindyrae Mehler and Tiffany Holmes

PAST MEETING MINUTES

Motion to approve the 03-15-13 Open Board Meeting Minutes by Ann Archer; 2nd by Jim Johnson; and, PASSED.

INTEGRA REPORT/FINANCIALS

Cindyrae Mehler reported the financial standing through 03-31-13 reflecting the following: Whidbey Island Bank operating account balance was \$78,138.63; Whidbey Island Bank Reserve Account Balance was \$24,511.98; Bank of America [Savings account] was \$836.55; Bank of America [Activities Account] was \$1,811.93; Edward Jones Investment Reserve Account balance was \$200,820.13; and Petty Cash balance was \$165.34, for a total bank of \$306,284.56. We are currently running under budget, as the nice weather comes there will be more maintenance items addressed and the pool will open, bringing the budget expenses more in line. Park tours are completed on a regular basis to remind owners of the lawns that need to be mowed, and weeds that need to be removed. Calls to owners, reminder letters and postcards are sent to the owners that have a lot not in compliance.

TREASURER'S REPORT

Ann Archer reports on the reserves and CD's held with Edward Jones. At this time the CD's are remaining consist. Ann Archer also reports that there is a new representative, Frank Ellars, for the Edward Jones account for the Board to work with on any questions they may have regarding the investments.

COMMITTEE REPORTS

▶ **ARCHITECTURAL.** Ken Gunderson reports that twelve [12] Architectural request forms have been received, reviewed and approved since the last Board Meeting. Ken would like to remind everyone that inquires about submitting an Architectural request form, that each project must have their own separate form completed. Architectural forms are available in the Latitude 49 mail room, online on the Association website, or from INTEGRA Management.

▶ **ACTIVITIES.** Ann Archer reports that potluck dates and park activities are posted in the mailroom. Along with park activities is a posting titled 'Hosting 101.' This posting informs owners of the tasks for hosting Wednesday donuts and Friday potlucks. This posting is an information posting for any owners that are willing to volunteer to host any of these regular activities.

▶ **GROUNDS & MAINTENANCE.** Jim Johnson reports that maintenance continues to prep the grounds for spring and summer. The flower beds have been weeded, hanging baskets painted and wooden planters topped with potting soil. Maintenance and Koala T Pools have also started up the pool, removed the cover and vacuumed the pool out to prepare for the May 10th opening.

Unfinished Business:

- 1. 911 Phone Installation:** New 911 phones have been installed by maintenance and Comcast in the pool area and the fitness center. The phones installed in the pool area and fitness center are strictly 911 EMERGENCY phones and cannot be used to call out on any other number.
- 2. Clubhouse Chair Recovering/Replacement:** Motion by Ann Archer to recover all brown clubhouse chairs; 2nd by Jim Johnson; and, PASSED. Maintenance will look at all chairs and replace the bottom felt pieces as needed, so the chairs do not scratch the wood floors in the clubhouse.
- 3. Security Camera Adjustment:** There are some minor camera adjustments and setting adjustments on the new surveillance system cameras that Security Solutions continues to work on to insure the best picture is recording properly.

Correspondence:

Lot #96 - Dave Swettalla Letter of 03-15-13. Letter of complaint was reviewed and filed.

Lot #186 - Jean Ball Letter of 04-01-13. Letter thanking the Board of Directors and INTEGRA Management for their services to the park.

New Business:

- 1. Basketball Hoop:** There has been an owner request to replace the old, broken basketball hoop with a new, functioning one. Motion by Jim Johnson to authorize the purchase of a new like kind basketball hoop, 2nd by Ann Archer; and, PASSED.
- 2. Spring Dumpster:** The spring garbage dumpster will be brought in on May 15, 2013 and stay through June 19, 2013. The dumpster will return in the fall beginning on September 11, 2013 and will be removed on October 16, 2013.
- 3. Pressure Washer:** The very old Association pressure washer is no longer working, and has been brought into the repair shop. The cost to repair the pressure washer, from two different vendors, would be around \$600. Following discussion, Ken Gunderson made a motion to replace the 15 year old pressure washer at a cost not to exceed \$1,500 instead of repairing the old one; 2nd by Ann Archer; and, PASSED.
- 4. Tree Trimming Lots 155-156:** There are trees on the Association property that overhang onto lots 155 and 156. Ken's Tree Service has been contacted to trim these trees to avoid any possible damage to these lots.
- 5. Budget Meeting Date:** 2014 Budget meeting is scheduled for: **Thursday, May 2, 2013 at 11:00 am.** Meeting to be held in the INTEGRA conference room.

Reminder of AGM date: Saturday, June 8, 2013
Registration at 8:30 am Meeting at 10:00 am

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

Respectfully submitted,

Tiffany Holmes
Integra Management