



LATITUDE 49 RESORT PARK BOARD OF DIRECTORS OPEN MEETING

DATE: September 13, 2013
PLACE: Latitude 49 Clubhouse
TIME: 9:30 AM

CALL TO ORDER

President Don Schleuse called the meeting to order at 10:30 A.M. A question and answer time with owners, Board members, and INTEGRA representatives was done prior to the start of the open Board meeting.

PRESENT

Don Schleuse - President
Jim Johnson - Board Member
Lynn Button – Secretary
Tess Allison – INTEGRA

Ann Archer - Treasurer
Cindyrae Mehler – INTEGRA

PAST MEETING MINUTES

President Don Schleuse asked for corrections and or approval of the 7-18-13 Board Meeting Minutes. A motion to approve the corrected 7-18-13 Board Meeting Minutes was made by Ann Archer with second by Jim Johnson. The motion carried unanimously.

INTEGRA REPORT/FINANCIALS

Tess Allison reported the financial standing through the 8-31-13 Balance Sheet report that reflected the following: Whidbey Island Bank operating account balance was \$49,124.97; Whidbey Island Bank Reserve Account Balance was \$24,517.19; Bank of America [Savings account] was \$836.55; Bank of America [Activities Account] was \$1,691.96; Edward Jones Investment Reserve Account balance was \$201,504.39; and Petty Cash balance was \$165.34, for a total bank of \$277,840.40. We are currently running under budget by approximately \$10,000. Tess Allison stated that the owner of lot #1 has been located and served regarding past due expenses. If the past due expenses are not brought current then the property which is in foreclosure will be sold at a Sheriff's sale.

Don Schleuse reported that cards and/or letters have been sent to owners of properties that needed attention to weeds or painting. Cindyrae Mehler confirmed that 22 letters have been sent to owners for compliance.

TEASURER'S REPORT

Ann Archer stated that as of 8-31-13 the Edward Jones account shows \$201,504.39 and that we have current total assets of \$353,354.01.

COMMITTEE REPORTS

► **ARCHITECTURAL.** Jim Johnson reported that 25 request forms have been received since the last Board Meeting. 22 requests were approved and 3 were sent back for resubmission.

► **ACTIVITIES.** Ann Archer reported that Carol and Charlie Jenkins are coordinating the September Food Bank Collection. The money collected for Wednesday Coffee and the Friday Potlucks will be given to the Food Bank Collection. She stated that the following activities occurred in August: Garage sale; Meet and Greet – approximately 90 people attended. The aggregate cost for the May and August Meet and Greet functions was \$756; Omelet-in-a-bag – A net of \$88 was raised and these proceeds will be given to the Family Christmas fund. The Activities Committee volunteers concluded that, compared to last year, there will be \$400 less money collected this year. As of 8-31-13 the Activities balance is \$1,691.96.

► **GROUNDS & MAINTENANCE.** Jim Johnson distributed copies of the August 2013 maintenance report to the Board. He highlighted the completion of painting the electrical boxes and 2 large flowerpots were placed at the flagpole area

UNFINISHED BUSINESS:

1. **Pickleball Fence and Court Painting:** Lynn Button stated that the pickleball fence for the second court would be installed September 19, 2013. The court refinishing/painting will be completed next year. There have been as many as 12 to 14 people playing pickleball on 3 courts and many people have expressed an interest in participating in the game.
2. **Emergency Gate Lot 9 Fence:** Lynn Button stated that the replacement of the fence and gate for lot 9, which belongs to the Association, would occur September 19, 2013. We subsequently learned that the current fence was partially placed on lot 8. The fence will be moved from lot 8 to lot 9.
3. **Website Blog:** Lynn Button stated that the *News and Announcements* addition to the website has been very favorably received. There is no blog.
4. **Fall Dumpster:** Jim Johnson stated that the fall dumpster will leave October 16 and that owners should be mindful as to what is placed in the dumpster.
5. **Clubhouse Refer Replacement:** Jim Johnson stated that the replacement refrigerator for the clubhouse has been ordered and will be installed in September.

Correspondence:

1. **Lot #154** – Don Schleuse stated that the owners of lot #154 were afforded an opportunity for a hearing regarding received complaints about their dog. No hearing was held and the matter required no further action.
2. **Lot #242** - Cindyrae Mehler stated that the issue is being addressed with the owner.

3. **Edward Jones** – Ann Archer met with the representative from Edward Jones in Bellingham and advised him that the Board desires to take a more conservative investment strategy for investments.

Correspondence Sent:

1. **Northwest Telcom** – Don Schleuse stated that we are awaiting follow-up on Telcom’s remaining equipment in the park.
2. **Startouch** – Don Schleuse stated that we are awaiting follow-up from Startouch regarding their equipment in the park.
3. **Lot #45** – Don Schleuse referenced a letter sent to the owners of lot #45 for the maintenance of their landscaping. This seems to be a perpetual issue.
4. **Lot #146** – Don Schleuse stated that numerous letters have been sent to the owners of lot #146 for their failure to adhere to park standards.
5. **Lot # 150** – Don Schleuse stated that a letter was sent to the owners of lot #150 for their failure to adhere to park standards and that they were to respond by September 15, 2013 regarding their compliance.

New Business:

1. **Treadmill Replacement:** Lynn Button stated that the treadmill in the workout room ceased to function and needs to be replaced. Tiffany Holmes of INTEGRA contacted Zac Palmer of Fitness Gear and Training and obtained 6 options for replacing the treadmill. It was recommended that we continue with Fitness Gear and Training since this is the company that we purchased the current commercial grade exercise equipment. Lynn Button recommended the SportsArt T652 treadmill at a cost of \$4,629 plus tax. Lynn Button made a motion to purchase the recommended SportsArt T652 treadmill for \$4,629 plus tax. Ann Archer seconded the motion and the motion carried unanimously.
2. **Main Gate Upgrade:** Lynn Button recommended that the main gate be upgraded so individuals could not climb over the gate area. We have video of individuals accessing the park without keys or authorization by jumping on the swing control arm or climbing over the low areas of the gate. Lynn Button recommended that the gate area be extended so unauthorized and trespassing individuals would be discouraged from climbing into the park. Lynn Button will check with Northwest fence for the possibility of extending the gate fencing.
3. **Pool Closure:** The pool will be closed effective September 30, 2013.
4. **Rules and Regulations Review Meeting:** The Board will meet October 3, 2013 to discuss revision of the rules and regulations at 9:30 am in Bellingham.

- 5. Open Board Meeting:** The next Board meeting will be an **OPEN BOARD MEETING** on November 15, 2013 at 9:30 am in the Clubhouse.

The Board Meeting was adjourned at 11:10 a.m.

Respectfully submitted,

Lynn Button
Secretary

Revised 10-1-13

DRAFT