



**LATITUDE 49 RESORT PARK ASSOCIATION  
2019 ANNUAL GENERAL MEMBERSHIP MEETING MINUTES**

**DATE:** Saturday, June 22, 2019  
**PLACE:** Latitude 49 Club House  
**TIME:** 10:00 AM

**CALL TO ORDER**

President Don Schleuse called the meeting to order at 10:00 AM at the Latitude 49 Clubhouse. Registration began at 8:30 am where owners registered and received their vote ballots. The registration period ended at 10:00 am. President Schleuse stated that a quorum was reached with 123 units represented.

**INTRODUCTION OF BOARD MEMBERS & MANAGEMENT**

Don Schleuse – President	Ken Gunderson – Vice President
Max Archer – Secretary	Gary Hall - Treasurer
Henry Hays – Director/Maintenance Liaison	
Cindyrae Mehler - INTEGRA	Tess Allison - INTEGRA
Camille Martin – INTEGRA	Kayla Struiksma - INTEGRA

**PRESIDENT’S REPORT**

President Schleuse mentioned some of the following improvements to the park during the past year: Refinished the clubhouse flooring – the vendor did an excellent job, completed the street seal coating on all roads, additionally crack sealing between the asphalt and curbing was completed, new pool chairs and tables were purchased, Latitude 49 ID Pool bracelets selected and distributed to all lot owners, new heater in the maintenance building, new hot water tank for the pool shower, correction of issue with perimeter fence – the responsible party was assessed the cost of fencing repairs and the association has been reimbursed, reminder of some on-going issues with the trash compactor – illegal dumps will jam the compactor, and repairs are very costly – and there is a posted and enforced immediate \$250 fine for violations of illegal dumps. Reminder to register your golf carts with the association and ensure you have insurance to cover their use in the Park. Your Lot/Unit Number is to be clearly displayed & visible on the golf cart. If there are derelict vehicles/abandoned vehicles parked outside the Park on the road, please phone and report this to the Sheriff’s Office at 360-778-6664. Squelching a rumor circulating through the Park that the Board of Director members are compensated for their service/paid while they are on the Board. This is a myth. The Board Members are a volunteer group, there is no compensation provided when a person serves on the Board. On Friday there was a Sheriff’s Sale held on the Whatcom County Courthouse steps for a long-time delinquent unit in the Park. The unit was sold at public auction for \$44,000. The Association will recover all expenses from this delinquency and court costs in the approximate amount of \$23,000.

Yearly Reminders: The speed limit in the park is 10 m.p.h.  
Please cleanup after dogs and control the barking of dogs for everyone’s peace.

Security in the Park: Please report issues promptly. Call 911 if you have a security concern.

A THANK YOU was extended by the Board Members for the many Park Volunteers who work throughout the year for the multiple functions and activities. And, a Thank you to the Architectural Committee for their work to keep the park units in compliance.

President Schleuse announced the Tellers appointed to oversee the secret ballot vote count were: Gail Oldow [Lot 308] and Dan Speers [Lot 309].

## **2020 BUDGET REVIEW and TREASURER'S REPORT**

Tess Allison of INTEGRA Management provided the Association's financial standing/assets through May 31, 2019:

Peoples Banks Operation Account	\$ 138,281.20
Heritage Bank Operation Account	\$ 18,819.42
Petty Cash	\$ 165.34
Edward D. Jones – Reserve	\$ 297,257.11
WECU [Activities]	\$ 3,334.90
As of May 31, 2019, Association assets total	\$ 457,857.98

Next, a review of the proposed 2020 Budget and report on the line items in the budget document. The reserve account is projected to be 90% funded for 2020 - which will be following completion of the scheduled capital projects. Capital expense items noted for 2020 are: community buildings bathroom updates, domestic water heating equipment, exercise equipment replacement, guard shack refurbish, hot tub repairs, HVAC equipment – laundry/recreational building, office equipment replacement, trash compactor repair & the Level 2 Reserve Study. . No dues increase is proposed under the 2020 Budget, keeping the monthly dues assessment at \$90 per Unit. A brief Q&A was held for any questions on the proposed budget.

Board Treasurer Gary Hall reports he stays on top of the Reserve Funds held with Edward D. Jones, that through 05-31-19 the Reserve Account with Edward D. Jones was \$297,257.11, that we are currently 87% funded in Reserves at this time, and he is comfortable with the level of funding the board works to maintain. The association has six (6) CD's that are laddered/staggered for maturity. One of the primary goals the board and management work at is to keep the Reserve Funding at a level where a Special Assessment to the unit owners will not be necessary.

Gary Hall also reports briefly on the Activities Committee and thanks the two (2) chairs of this committee: Ann Archer and Patricia Kazarow. Widespread appreciation to the committee workers for the planning of special events throughout the year, including the dinners, dances, functions, and the charitable donations we are able to provide to organizations in our local community.

Max Archer asks everyone to please observe the speed limit in the Park and to drive responsibly for the safety and well-being of everyone. Henry Hays asks everyone to be vigilant in the proper disposal of their garbage.

**UNFINISHED BUSINESS:**            - NONE -

**NEW BUSINESS:**

1. Lot 291 & Lot 315 inquire about the status of the Board looking into placement of a craft/hobby room in the basement of the main activities building? The Board responds they have not met together on this request yet, however, management was requested to speak with the insurance agent on this issue as there are liability concerns with the proposed location. If there are liability issues, alternative locations for a craft/hobby room will be explored.
2. Lot 318 inquires about removal of a phone/equipment box [Comcast box perhaps] on his lot. He is seeking assistance from the Board in securing removal of this box. Ken Gunderson and Henry Hays respond they will do what they can to assist in removal of this box.
3. Lot 227, Lot 198, Lot 317 inquire about speed bumps being placed in the Park as a deterrent to the speeding becoming so prevalent; and, wonders about the cost of installation. The Board responds they continue to look into installation of speed bumps, discussion of location, discussion of the number to install preliminarily. No final determination has been made yet. The cost depends on the type and style installed. Discussion also on looking into painting white stop lines in areas of the Park and/or caution lines in areas of the Park. The Board continues to work on this project.
4. Lot 261 suggests the Activity Group should use a portion of their money to fund a Security Person for the Park. She believes the Park is an aging community, and a Security Person should be on-site to assist the elderly. Response from the Board & Owners seated – The Activities Group excess funds are donated for charitable purposes in the community. The Board President advises that if a Security Person were to be an added position in the Park, this would be an additional expense line item incorporated into the yearly Budget. Reminds the unit owner this is not an assisted living facility, this is a gated community, and this is not a 55+ community association.
5. Lot 140 wonders about the Park perimeter fencing – if there are plans to raise the height of the perimeter fence? The Board responds, one section of fencing was raised in a problem area – there are no plans to raise the remaining fencing height.
6. Lot 114 and Lot 165 wonder about setting up a speed camera with a flash photo? Or perhaps having a radar gun in the Park? The Board responds they will discuss, however, enforcement would likely be an issue. President Don Schleuse remarks some associations have gone so far as to retain retired Judges to sit in and adjudicate on hearings for items such as speeding infractions.
7. Lot 99, Lot 258, Lot 187 remind people to not follow cars in through the main entry gate [piggy back vehicles into the Park]. Let the 1<sup>st</sup> vehicle enter the Park, allow the gate to close and, then, enter the Park. The Board will look into the relay time adjustment on the Park Gate.
8. Lot 140 believes there may be issue with the dryers not heating properly in the laundry room. Management requests anyone having any issue with a Washer or a Dryer in the Park to please notify our office with the Washer # or the Dryer # and the date/time of the issue – we will promptly have maintenance work on the issue and send a technician repairman if necessary.

**VOTE:**

President Schleuse stated that a secret ballot vote would be taken to ratify the 2020 operating budget, approve the June 9, 2018 AGM Minutes, and to elect three (3) members to the Board of Directors. The appointed Tellers and INTEGRA Management personnel collected the Ballot Box for the counting of the Secret Ballots. The meeting was recessed at 10:50 am for the counting of the Secret Ballots and reconvened at 11:32 am.

**VOTE TALLY and REPORT of the BALLOT COMMITTEE:**

122 ballots were submitted and 121 ballots were eligible for the count. The results of the vote are as follows:

- Approval of the June 9, 2018 AGM minutes – approved with 121 yes and -0- no
- Ratification of the 2020 Operating Budget – approved with 119 yes and 2 no
- Henry Hays, Gary Hall and Max Archer were elected to the Board of Directors for 2 year terms

Question from Patty Schneider [Lot 221] on the floor requiring the formal breakdown to be announced of the votes tallied for Board Candidates/write-in Board Candidates votes received. Tess Allison of INTEGRA Management reported the breakdown as:

Henry Hays received 119 Yes votes.  
Gary Hall received 118 Yes votes.  
Max Archer received 119 Yes votes.  
Dan Speers [Write In] received 2 Yes votes  
Gary Gordon [Write In] received 3 Yes votes

Gary Norton [Lot 93] motioned to destroy ballots from the election after September 30, 2019; Patricia Kazarow [Lot 214] seconded the motion; and the motion carried unanimously.

There being no further business for discussion, the meeting was adjourned at 11:38 am.

Respectfully submitted,

*Cindyrae Mehler*  
INTEGRA Management