



LATITUDE 49 RESORT PARK BOARD OF DIRECTORS OPEN MEETING

DATE: August 27, 2024
PLACE: Latitude 49 – Clubhouse
TIME: 9:00 AM

WELCOME to all was extended by Board President Don Schleuse to owners who attended the Open Board Meeting.

CALL TO ORDER

President Don Schleuse called the Board Meeting to order at 9:04 am.

PRESENT

Don Schleuse – President
Max Archer – Secretary
Gary Hall - Treasurer
Henry Hays - Director/Maintenance liaison
Tess Allison & Cindyrae Mehler – Integra Mngmnt

Absent: Ken Gunderson – Vice President

APPROVE MEETING MINUTES

Motion by Max Archer to approve 05-02-24 Board Budget Meeting Minutes; 2nd by Gary Hall; and, PASSED.

Motion by Henry Hays to approve 06-08-24 Board Organizational Meeting Minutes; 2nd by Max Archer; and, PASSED.

RESIGNATION RECEIVED

Resignation letter was received from Vice President Ken Gunderson advising he was resigning from the Board effective date of 08-20-24. The resignation letter was read to all by Don Schleuse. Following brief discussion, Henry Hays motioned to accept the resignation of Mr. Ken Gunderson from the Latitude 49 Board of Directors. Further Henry stated he wanted to recognize his many years of service to Latitude 49 which included over 20-years of service on the Architectural Committee and 15-years of service as a member of the Latitude 49 Board of Directors; 2nd by Max Archer; and, passed.

Cindyrae of Integra noted that in addition to the years Mr. Gunderson served the association, he was also an integral factor in compiling the detailed 30-year plan/Reserve Study for Latitude 49. He will be missed by all.

Don Schleuse notes that in accordance with the Bylaws the Board will work to appoint to fill the vacancy.

INTEGRA REPORT/FINANCIALS

Tess Allison reported the financial standing through 07-31-24, reflecting the following: Peoples Bank operating account balance \$56,581.38, Heritage Bank operating account balance [laundry income] \$43,485.29, Petty Cash of \$165.34; Edward Jones Reserve account of \$372,863.45 and WECU Activity account of \$2,028.43, for a total bank of \$475,123.89. We are under Budget in expenses thru 07-31-24 by \$7,537.58. Reminder postcards, phone calls & letters to unit owners failing in compliance for weeds, mowing, general maintenance items – with most units being responsive and correcting deficiencies. Proper garbage disposal of items has improved this summer – though not perfect, much better!

Following review of the financials, Integra suggests it would be prudent to move \$20,000 from the Heritage Bank [laundry income funds] to Reserves with Edward Jones to be placed in a Certificate of Deposit [CD].

Motion was made by Gary Hall to move \$20,000 from the Heritage Bank account to Edward Jones Reserves to be placed in a Certificate of Deposit [CD]; 2nd by Max Archer; and, passed.

Scheduling 2024-2025 Board Meeting Dates, Candidate's Forum & AGM date -

The dates for the 2024 – 2025 Board Meetings, Candidate's Forum & AGM were scheduled as follows:

The schedule for Board Meetings 2024 - 2025 is as follows:

- Tuesday, August 27, 2024 at 9:00 am / Clubhouse ✓
- Tuesday, October 8, 2024 at 9:00 am / Clubhouse
- Tuesday, January 21, 2025 at 10:00 am / Clubhouse
- Tuesday, March 18, 2025 at 9:00 am / Clubhouse
- Thursday, May 8, 2025 at 10:00 am / INTEGRA Conference Room – BUDGET Meeting

Candidate's Forum: Saturday, June 7, 2025 at 9:00 am / Clubhouse

Annual General Meeting: Saturday, June 14, 2025 at 10:00 am / Clubhouse

TREASURER'S REPORT

Gary Hall reports he continues to monitor the laddered CD's with each CD earning close to 5% interest.

COMMITTEE REPORTS

- ▶ ARCHITECTURAL. Henry Hays reports that from 04-16-24 through 08-27-24 the AC Committee has received 32 Architectural Request Forms with 31-approved and -1- to be resubmitted. The resubmitted AC Form was also ultimately approved. The AC Committee consists of eight (8) committee members serving so there is always adequate personnel to review requests.

▶ **ACTIVITIES.** Max Archer reports the Activities Committee has been busy with some of the recent activities and future planned activities: Potato Bake following the AGM, Karaoke Night, Seminar on Ship Cruising 101, Motown Magic Dinner Dance, garage sale [with over 200 vehicles coming through for the sale day] - and future events including Latitude 49 Parade, Thursdays at 1:00 pm Yarn & Yak, Yoga with Patricia, Christmas Potluck, Music Jam Night, etc. Flyers & Posters of Activity Events are spread out in 9-areas of the park to view the schedule and you can always refer to the Latitude 49 Website electronic calendar to view all of the scheduled events. Thank you to all the many volunteers who work on the Activities in the Park.

▶ **GROUNDS & MAINTENANCE.** Henry Hays provided the Maintenance Report noting the many items our maintenance employees have been working on including additional maintenance work to finalize the pool remediation project, garbage compactor repairs, irrigation repairs, etc. [full Maintenance Report attached]

UNFINISHED BUSINESS:

▶ **Pool Repairs/Remediation Project** – Don Schleuse & Henry Hays report KrisCo Pools was the project main vendor and the project is now fully completed with the cost coming in at \$163,000. In the effort to keep expenses down, all of the board members on alternating schedules took turns brushing the pool down [twice daily project] to complete the curing. Everyone got “their steps in” for this project – and thank you for their efforts. The pool was able to be open on time for everyone!

▶ **AED Package [Defibtech lifeline]** – Max Archer reports he met with fire station personnel about the benefits of having this, and he also spoke with a paramedic from Lynden to obtain supplemental information. From discussions, it is best if applied within 2-minutes of onset. The personnel were not able to provide a specific brand or model to purchase, but referred Max to the manufacturer Phillips and provided some source materials. Following review of the handout materials, Motion was made by Henry Hays to approve the purchase of a Phillips AED not to exceed \$2,000; 2nd by Gary Hall; and, passed. Integra was requested to complete the purchase. Max will coordinate with the Fire Department to schedule a date for training. The AED unit will be kept in the Clubhouse in a central location/ location TBD. Current legal opinion notes that at this time with the Good Samaritan Law it is better for an association to provide access to an AED package unit than to not have one.

NEW BUSINESS:

▶ **Fall dumpster** - Henry Hays advises the fall disposal dumpster is scheduled to be brought in on Friday, September 20, 2024 and will be in the Park through Monday, September 30, 2024. All Park residents must work to ensure compliance with proper disposal rules of items allowed to be dumped in the fall dumpster. Failure to properly dispose of items will result in an immediate \$250/fine being assessed to the offender. When the spring dumpster was brought in this season, dumping of items vastly improved from experiences of last year when the rules were not followed. Thanks to all for being conscientious and following proper disposal protocol.

▶ **Pool Closing Date** – Henry Hays notes the pool will be CLOSED on Monday, September 30, 2024.

► Pool - following the pool rules - Max Archer reminds all to follow the pool rules and read the Memo posted at the pool as an additional reminder to all owners & guests. He stresses the pool is an expensive amenity in the Park and the pool is everyone in the Park's pool. We all need to be respectful to one another, wear your pool bracelet as required, keep the pool area nice, enjoy it, and remain proactive in taking care of the pool. Remember that owners need to be present at all times when their guest(s) use the pool, each lot is limited to 4-guests only, if you do not have a pool bracelet on you will be asked to leave the pool. If the pool rules are not followed, a pool gate monitor may need to be hired to enforce the pool rules.

► Snow birds reminder: Max Archer reminds everyone that if you are leaving the Park for the winter to turn OFF the water to your lot. He once again showed the tool used for water turn off.

**** Reminder **** Next Board Meeting Date: Tuesday, October 8, 2024 at 9:00 am - Clubhouse.

ADJOURNMENT

There being no further Board Business for discussion, the Board Meeting was adjourned by Don Schleuse at 9:55 am.

Respectfully submitted,

Cindyrae Mehler
INTEGRA Management

[Maintenance Report attached]

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An OPEN owner Q&A period was held at meeting closure for owners to ask questions of the Board or Management

Q&A began at 9:55 am and finished at 10:07am

Latitude 49 Maintenance Report

Aug 27, 2024

1. Ongoing monitoring of the compactor.
2. Ongoing monitoring and cleaning of Hot tub and pool.
3. Ongoing monitoring of retention pond. Keep exit drain clear of debris and trim grass along the bank.
4. Monthly bait stations check (Environmental Pest Control).
5. Ongoing setup for rentals and events, cleanup and reset Clubhouse back for weekly activities.
6. New Heights North repair started on broken irrigation sprinklers. 4/4-5
7. Krisco tile prep on swimming pool. 4/10-12
8. Krisco new plaster liner on swimming pool. 4/16
9. Andgar heating replaced thermostat in mail building. 4/17
10. Compactor down. Debris damaged hydraulic line behind ram. 4/18
11. Krisco technician on site to train crew on pool chemical and service to prep before opening. 4/18
12. Koala replaced acid, chlorine lines and probes in the pool control room. 4/24
13. New drive belt installed on large dryer. 5/8
14. Pool chairs, outside tables brought out from storage and set up for summer in commons and around pool 5/21-22
15. Seasonal dumpster on site, monitor daily 5/17-27
16. Pool opened Friday 5/24
17. Margaret's window cleaning for buildings 6/3
18. Koala repaired failed gasket on Hot Tub pump 6/21
19. Security solution annual back flow valve check 7/1
20. C&C welding new hinges on stair deck at compactor 7/24
21. M&M fixed water leak at pool shower shut off 7/29
22. Gateway Solutions change batteries, reboot and upgrade system 8/1
23. Repaired pool entry gates after County inspection.
24. Worked on hinges at SW entry of activities building.
25. C&C welding repair on leak at back of the compactor.
26. Conducted pool evaporation test.