

**Latitude 49 Resort Park
Activity Committee Meeting Minutes 6/6/2009**

Chairman, Julie Hillman called the meeting to order at 10:05 A.M.

| “Rules of the Road” |
|---|
| <ol style="list-style-type: none"> 1. Listen attentively to others. 2. Be respectful of one another (including those not in attendance.) 3. Discuss topic thoroughly so everyone has a common understanding. 4. Challenge opinions you don't agree with without attacking the individual who expresses them. 5. Try to understand other perspectives. 6. Communicate openly and honestly. 7. Ensure everyone's voice is heard. 8. No side conversations. 9. Agree to disagree. 10. Keep a sense of humor. |

Old Business

1. Reading of the previous meeting's minutes
2. Treasurer's Report
3. Event Reports
 - a. Potlucks:
 - 5/15, 5/22, 5/29, 6/5 – about 40 people at each except 5/22 - 8 people
 - Lobster Fest 5/23 – about 40 people

Unfinished Business

| Unfinished Business and Action Items Status | | | | |
|--|--|---------------------|--------------------|---|
| Date | Description | Point Person | Target Date | Status |
| 9/13/08 | Mailroom redo with suggestion of recycle bin | Patty Schneider | Spring '09 | 5/16/09 – Patty will bring a plan back to the 6/6/ meeting 6/6/09 Patty not at meeting |
| 5/16/09 | Christmas Family – group agreed to discuss at end of summer about how much of the Activities funds will go towards the Christmas families. In the meantime, people can donate money into the 'Christmas Tree Display & Donation Jar' as they choose at the weekly potluck. | Julie Hillman | Sept. Meeting | On Hold |

Unfinished Business and Action Items Status

| Date | Description | Point Person | Target Date | Status |
|---------|--|---------------|-------------|---------|
| 1/10/09 | Activities Suggestion Box: Received suggestion from Judy Moller on 12/31/08. Group agreed to table until Judy returned. Suggestion will be presented to the Board at the next meeting. Summary of suggestion. "I suggest that the Activities Committee select a posting site in the mailroom for condolences and greetings. The purpose of such postings would be to inform interested residents of hospitalizations, deaths, funerals, memorial services, etc. Additionally, there might also be an area set aside for birthdays, anniversaries, and other such celebratory information." | Julie Hillman | | On Hold |
| 9/23/08 | Update Activity rules documentation (1) No more than 2 major events a month. Major events have prepaid tickets or reservations. Major event is defined as functions requiring major purchase of food (2) Minor events can be scheduled anytime | Julie Hillman | Summer '09 | On Hold |

New Business

Upcoming Events Summary

| Date of Event | Name of Event | Host | Comments / Status |
|------------------|---|--|--|
| 6/20/09 (AGM) | Chili Feed and White Elephant Fund Raiser | Garden Crew | 5/24/09 Flyers posted |
| 7/3/09 Friday | Potluck | | 5/16/09 Complimentary beer keg - 6/6/09 Note: Patriotic Day may be moved to 7/3 and this will be combined with it |
| 7/4/09 Saturday | Patriotic Day | Ella Swetalla /Irene Vergith / Alice Moran | 5/16/09 – Julie will work with coordinators for a flyer 6/6/09 Note: Patriotic Day may be moved to 7/3 and this will be combined with complimentary beer keg. Contact Julie by 6/16 to make flyers. |
| 7/25/09 Saturday | Golf Tournament | Nancy Laqua | 3/18/09 Band – Sentimental Journey booked – for 3 hours \$300 |
| 8/1/09 Saturday | Garage Sale | Ella Swetalla / Theresa Cady | |
| 8/1/09 Saturday | Wine tasting | Leslie Kryger | 5/16/09 – in office 5 – 6 p.m. Julie will work with Leslie to do flyers |
| 8/15/09 | Pizza and Poker Run | Leslie Kryger and Patty Schneider. | 5/16/09 – Julie will work with Patty and Leslie to do flyers |
| 8/29/09 | Summer Celebration | Patty Greene | 2/14/09 Band – Sentimental Journey booked 5/16/09 Make a toast and thank all of the volunteers for the year (this replaces the 8/15 Volunteer lunch |

New Business

- a. Food Bank delivery – no reports since Dan and Nancy Bernard were absent.
- b. Activities restrictions – Lobster Fest: the lobster poses a cleaning issue (the water and refuse from the lobsters) and the group discussed that in future when this type of activity is done a specific cleaning crew needs to be identified so the kitchen and the banquet area wood floor is cleaned appropriately.
- c. Using the steam mop for kitchen. The mop has been assembled and tested. It is now available with instructions and accessories for cleaning after each major activity.
- d. Proposal - Cleaning the kitchen: Martha's Cleaning (1) clean tops of cupboards – space up to ceiling (2) remove all contents from cupboards and drawers and clean inside and out and put all back (3) clean stoves – move out and clean behind (4) clean refrigerators and freezer inside and out - move out and clean behind (5) scrub floor (6) take down curtains – Julie will wash and dry and take back and they will put back up (7) wash inside of windows (8) clean all counter tops ---- Cost \$150.00 and she uses her own products / supplies. (9) Licensed and bonded UBI 601992891.

The group agreed to hire Martha's Cleaning for twice a year – April and October. The first cleaning will be in June 09 and then thereafter April and October. Some of the items will only need to be done once a year (e.g. moving the stove out.) There was a concern noted about enough line from the stove to the wall (gas and electric) for pulling out and we were assured that the line was adequate. Julie Hillman will contact Martha's Cleaning and arrange for the cleaning.

- e. Barbecue: propane bottle was filled, new valve installed and certified for 5 years. Certification needs to be done every 5 years. Charlie Jenkins handled it.
- f. Activities Calendar –gather new information about weekly activities so the calendar can be updated. Julie will follow up with point people.
- g. Leaving doors propped open after an event is over: Julie will contact point people and remind them to close the doors when they leave. There was an issue with the doors open and white cottony debris in the clubhouse.
- h. It was suggested that the buildings have screens installed so windows can be open in warm weather and debris and bugs don't get in. Ann Archer will take to the Board as a suggestion.
- i. AGM Meeting: Ann will make coffee and provide cookies. Julie will put up flyers to remind people.
- j. Potlucks: there was a discussion around the new rules and the group agreed to leave them as is. A request was proposed that we leave the kitchen open so those staying longer can get ice, cloths to clean the tables etc. It was agreed that the person locking the outside doors would ask for one person to be responsible for assuring the kitchen is in order and the door secure before everyone leaves. If

no one volunteers to be responsible for securing the kitchen, then the kitchen door will be locked earlier.

There was some misunderstanding about how the dishwasher worked. It is a commercial grade dishwasher and it can't be left like a household one, e.g. the pump needs to be activated; then turned off and the screens cleaned out. If the pump is activated and not turned off it could potentially run for days and be detrimental to the machinery. There are more complexities and few people want to be responsible for it. This is one of the many reasons why we are limiting the use of table settings and the subsequent washing of them in the dishwasher to major events e.g. Chili Feed and White Elephant Sale when a specific cleanup crew is assigned.

Next Activities Committee Meeting Dates: June 27 and August 8. (Julie will not be available 7/11 and 7/18)

Meeting was adjourned at 11:07

Respectfully submitted by Julie Hillman and Ella Swetalla

CC:

- Electronic copy: Ina Danielson and Ann Archer
- Electronic Copy: Don Schleuse for posting on the web site
- Hard copy posted in the mailroom on Activities bulletin board