

LATITUDE 49 RESORT PARK ASSOCIATION
BOARD MEETING MINUTES

DATE: January 15, 2007
TIME: 9:00 A.M.
PLACE: Administrative Offices

CALL TO ORDER:

President, Denny Beaudin called the meeting to order at 9:15 a.m.

MEMBERS PRESENT:

President:	Denny Beaudin	Vice President:	Jim Wilson
Treasurer:	Ann Archer	Member at Large:	John Courage
Member at Large:	Ina Danielson		

ALSO PRESENT: Tess Allison & Cindy Rae.

PAST MEETING MINUTES:

It was noted that in the November 13, 2006, an owner in the park, Glen and Connie DeWick were incorrectly mentioned in the minutes as a person with delinquent dues. This was not correct and the board wishes to extend an open apology for this error and any inconvenience it may have cause.

Ann Archer made a motion to accept the minutes with the correction noted. Jim Wilson seconded the motion. Motion passed.

CORRESPONDENCE:

The following letters were distributed to the board and discussed.

1. (2) Letters from Ian Edgar. (A person from Rules and Regulations committee and a person from the Architectural Committee will review Letter.)
2. (1) Letter from Health Department. (See motion in minutes)
3. (1) Letter from A.A. Herrera (Referred to Architectural Committee)
4. (1) Letter from Glenn Williams (Received, Reviewed and filed)
5. (1) Letter from Peter Muller (Received, Reviewed and filed)
6. (1) Letter from John Towner (Received, Reviewed and filed)
7. (1) Letter from Shirley Foster. (Information provided by PMP)
8. (1) letter from Buri to Towner (Received, Reviewed and filed)

Before mailing responses to respective authors of these letters all letters will be approved by the board.

TREASURERS REPORT:

PMP distributed a detailed and lengthy draft copy of the year-end report to each board member. Board members asked questions and after more in depth review will have the opportunity to ask further questions of PMP at any time or at the next board meeting.

General account balance: \$16,261.73
Bank of America Account: \$ 939.25 (To go to reserve account.)
Edward Jones Account: \$44,329.04
Co-Op \$ 442.88
Reserves: \$12,000.00
PMP has deposited \$1,000.00 for November and December from the general account to the reserve account.
Prepaid dues: \$ 7,511.03

Ann Archer made a motion to move surplus fund @ Bank of America account in the amount of \$939.25 from 2006 to the reserve account. John Courage seconded the motion. Motion passed.

Ann Archer made a motion to close out the Bank of America account, which was no longer needed since the monies had to be moved to the new account and all transactions were accounted for. John Courage seconded the motion. Motion passed.

Jim Wilson made a motion to pay the billing from Phil Buri, Attorney in the amount of \$729.00. Motion seconded by Ann Archer. Motion passed.

UNFINISHED BUSINESS:

1. **Return of unearned premiums from Totem:** PMP is currently communicating with them to resolve this issue.
2. **Personnel issues.** (Confidential information.)
3. **IRS refund:** The refund has been received and deposited into the general fund.

PMP REPORT:

1 LETTERS TO OWNERS REGARDING VIOLATION OF PARK RULES AND REGULATIONS:

The issue was discussed regarding a favorable method of handling the complaints of violations within the park. It was decided that a committee with at least one board member would be selected to investigate the alleged violations and report to the board. **John Courage made a motion that a committee composed of a grounds committee member, a member from the architectural committee, and a member from the rules**

and regulations committee of which one of the three members must be a board member be selected to bring complaints of violations back to the board for approval before appropriate action is taken, including letters of violation. Jim Wilson seconded the motion. Motion passed.

PMP will compose the letters of violation, which will be reviewed by the board before they are sent out to owners in the park.

2 FIRE ALARM SYSTEM SECURITY:

Information was distributed from Guardian Security System with quotes for monitoring the fire alarm system.

Jim Wilson will research other companies for the cost of monitoring the fire alarm system.

3. GATE SYSTEM:

It was reported that there has been numerous complaints about the gate system. PMP stated this was an area, which needed some immediate solutions. Cindy Rae will set an appointment for the board to meet with a representative from Gateway Controls System as soon as possible. To determine what is needed to correct the problems. **An appointment was set for Wednesday, January 17, 2007 at 9:00 a.m.**

There have also been numerous complaints about the mailroom door and other doors as well. The maintenance employee (Dave) will open doors when he comes in and close then he leaves in the afternoon. The white key will open the mailroom door when it is locked.

NEW BUSINESS:

ASSOCIATION AGENT:

John Courage made a motion to change the current status of the registered agent for the Association to PMP and that the paperwork be completed to make that change. Ann Archer seconded the motion. 1 abstention. Motion carried.

SMOKING:

The letter from the Health Department was reviewed earlier in the meeting and it was the general consensus that the board had the obligation to address the issue in the most satisfactory manner to satisfy not only the state law but also with sensitivity to the residents in the park. It was decided that at this time the board would make the concessions needed to hopefully satisfy both parties. There was much discussion and many differing opinions.

Ann Archer made a motion to purchase 2 outside smoking receptacles that would be placed 25 feet from the building at a cost not to exceed \$400.00. Motion seconded. 1 no. And 1 abstention was recorded. Motion passed.

COMMITTEE REPORTS:

ARCHITECTURAL COMMITTEE REPORT:

1. L. Nickerson not approved for a 58' unit. Unit is not in new or like new condition. No Lot # listed or lot plans for placement.
2. Lot # 77. Carlburg: O.k. to add cement.

ACTIVITIES REPORT:

Jim Wilson gave the activities report and presented a written report of activities for November and December 2006 to the board members. Jim stated that the Activities Committee was still waiting to be given the monies due to them that have been ongoing for some time. **John Courage moved to reimburse the Activities Committee in the amount of \$2614.00 due to them. Ina Danielson seconded the motion. Motion passed.**

It was also reported that that Activities Committee had never been reimbursed for the expenses of changing checking accounts, checks and the other charges related to the publishing of accounts numbers etc. last year. **John Courage made a motion to issue a check in the amount of \$134.76 to the Activities Club to reimburse them for those expenses. Ann Archer seconded the motion. Motion passed.**

SOUND SYSTEM: Sound system is being worked on at this time.

BUDGET 2007:

1. **UNPAID DUES: Discussion** followed regarding \$25.00 late fees for people not paying by the 15th of the month. It was reported that in the past it was not imposed on all people. **Ina Danielson made a motion that homeowners be reminded in writing that the \$25.00 late charge (per the rules and regulations) will be billed to homeowners not in good standing after the 15th of the current month. John Courage seconded the motion. Motion passed.**

2. **OFFICE HOURS:**

Discussion regarding when the administrative offices should be increased following the winter hours. **John Courage made a motion to increase the office hours effective April 15, 2007, to three days a week, Tuesday, Thursday and Saturday up to (4) hours for a total of up to (12) hours a week. Ann Archer seconded the motion. Motion passed.**

3. PURCHASE OF LARGER DRYER FOR LAUNDRY ROOM:

It was suggested checking into the possibility of purchasing a large dryer for the laundry room.

GROUNDS AND MAINTENANCE REPORT:

1. BUILDING REFURBISHING AND REPAIRS.

Jim Wilson presented to the board the (3) bids he had received regarding the refurbishing of the hard floors. Following discussion and consideration, Jim recommended Montgomery Hardwood Flooring. Based on bids and communication with the contractors. Estimated cost: \$7267.36 from Montgomery Hardwood Flooring **Jim Wilson made a motion to contract with Montgomery Hardwood Flooring to redo the floors, after receiving proof they had the proper licensing and other proper credentials to do the job and protect the Association. Motion seconded and passed.**

Jim submitted a complete lengthy written report of all projects worked on and completed within the park. Jim commented that Dave has done an outstanding job on all the projects he has worked on.

RULES AND REGULATIONS COMMITTEE REPORT:

Ina Danielson reported that the Architectural Committee was given a copy of the Rules and Regulations for their review to determine if there was any inconsistency in the rules as they relate to issues for the Architectural Committee. She will go over their recommendations, make changes if needed and present the final draft copy to the Board for their review.

REAL ESTATE SIGNS AT THE FRONT GATE:

It was discussed regarding the appearance and maintenance of the signs at the entrance to the park. It was agreed that we should be vigilant about the appearance of the park while respecting the right of people to advertise the sale of their properties. Jim Wilson made a motion to build an enclosed bulleting board for resale flyers. Ann Archer seconded the motion. Motion passed.

Next meeting scheduled for February 9, 2007 at 9:00 a.m. in the Administrative Offices.

Respectfully submitted,

Acting Secretary,
Ina Danielson

MINUTES APPROVED 2/9/07