

**LATITUDE 49 RESORT PARK  
BOARD OF DIRECTORS MEETING MINUTES:**

**DATE:** June 30, 2008  
**PLACE:** Latitude 49 Offices  
**TIME:** 9:00 A.M.

**CALL TO ORDER:**

President Denny Beaudin called the meeting to order at 9:00 am.

**PRESENT:**

President:	Denny Beaudin	Treasurer:	Ann Archer
Vice Pres:	Ina Danielson	Director:	Jim Johnson
Director:	Larry Dashiell	Director:	Charlie Jenkins

Present: PMP, Inc. Representatives: CindyRae Mehler, Condo Manager  
& Joe Hawks, Condo Representative

Absent: Don Schleuse (out of town)

**PAST MEETING MINUTES:**

Motion by Dashiell to approve the Minutes of June 10, 2008, as distributed to the Board members, 2<sup>nd</sup> by Johnson, motion carried unanimously.

Motion by Jenkins to approve the Executive Board Minutes of June 21, 2008, as distributed to the Board members, with correction of the stenographer's error changing the word "Treasurer" to "Secretary", 2<sup>nd</sup> by Johnson, motion carried unanimously.

**PMP REPORT:**

As the Board Meeting was scheduled for 06-30-08, the June 2008 financial report has not been prepared yet. PMP reports that all bills of the association are current and have been paid to date. The rent roll collections are going smoothly and the majority of the owner accounts have been updated with current address and emergency contact information. The Lot Owners in Latitude 49 have been responding with completion of the *Owner Information Contact Forms* mailed to them and returning the completed forms to PMP. Inspection of the park will be done on the 8<sup>th</sup> day of July; with a follow-up inspection of the park on the 22<sup>nd</sup> day of July. Inspections are routinely done jointly by a PMP property manager together with a Board Member. Response from owners receiving a violation letter and/or reminder phone call of required landscape, maintenance and basic lot upkeep has been good. PMP advises the board that the majority of lot owners receiving a violation notice have been out-of-town and were unaware of any pending maintenance issues with their lot. The Board directs PMP to assess the required penalty fee to owner's accounts of Lots that fail to come into compliance with the Rules & Regulations of the association; and, to include a Letter of Notice to each owner of the infraction penalty assessment tagged to their individual Lot Accounts.

## **UNFINISHED BUSINESS:**

1. Review of the written Guidelines (a/k/a Terms of Reference) for Latitude 49 committees, as follows:
  - A. Activities Committee: The Guidelines were reviewed by the Board and were finalized as submitted. Motion to accept the written Guidelines by Jenkins, 2<sup>nd</sup> by Dashiell, motion carried unanimously.
  - B. Architectural Committee: The guidelines were reviewed by the Board. Many additions and corrections were required to put them in final form and, so, a review of the revised Guidelines will be placed on the Agenda for the next regular Board Meeting.
  - C. Grounds & Maintenance Committee: The guidelines were reviewed by the Board. Many additions and corrections were required to put them in final form and, so, a review of the revised Guidelines will be placed on the Agenda for the next regular Board Meeting.
2. Review and discussion was had concerning adoption of written Guidelines designated as a Board Manual to assist and provide instruction for the current Board of Directors and for future Board of Director's elected to serve the Latitude 49 association. A draft of a proposed **Board Procedure Manual** was distributed by Ina Danielson to all Board Members for consideration. Board Members Larry Dashiell & Ina Danielson were selected to closely peruse the proposed **Board Procedure Manual** and give an oral report/opinion of the manual at the next regular Board Meeting.
3. Health Care Plan established for employee(s) of Latitude 49: Previously the Board received correspondence from our Health Care Provider advising of a premium rate increase. The Board has reviewed the health care policy currently in place, other options for health care, and the increased rate in premiums (which is approximately 15.85%) to continue with the same provider. After discussion, Johnson motions to continue forward with the existing established health care currently provided to employee(s) of Latitude 49; 2<sup>nd</sup> by Jenkins, motion carried unanimously. Charlie Jenkins will contact Benefits Specialist, Carolyn Gill, concerning renewal of the employee Health Care Plan.
4. Reserve Study: PMP reports that David Bach & Associates will be on-site to meet with the Board and work on the Reserve Study for the Association. We should have the Reserve Study in written form within the next 90-days.

## **COMMITTEE REPORTS:**

### Architectural:

Committee report presented to the Board by Director Jim Johnson (copy of Report as submitted is attached to these Minutes). Johnson reports a request has been submitted by Lot 145 for a variance to have a 100 gallon propane tank on the lot. Motion by Jenkins to approve a variance to allow the 100 gallon propane tank on Lot 145 providing said propane tank is situate upon the lot in full compliance with the Rules & Regulations of

the Association (see Section 25) and stipulating the tank shall be hidden from view of the road and properly concealed. 2<sup>nd</sup> by Johnson, motion carried unanimously.

Jim Johnson shall serve this year as the Board Liaison to the Architectural Committee.

Activities:

Treasurer Ann Archer gave an oral report of the future activities planned by the Activities Group. No written report was provided. Ann advises that the Chairman of the Activities Group will post a Notice re: pending elections for the committee are scheduled for Saturday, July 12<sup>th</sup> at 10:00 a.m. Said Notice will also be submitted to the association Web Master for inclusion on the Latitude 49 website.

Ina Danielson shall serve this year as the Board Liaison to the Activities Group.

Grounds and Maintenance:

Charlie Jenkins reports that his committee has not had a formal meeting yet this year...but soon they will! No written report was provided. However, Charlie reports that the owner committee members are making great progress on the flower beds located throughout the common areas and continuing the beautification work in the park. Charlie is looking into the costs associated with establishing a new sidewalk to service the association mail room. When he has received some price quotes to complete this project, he will submit them to the Board seeking approval to move forward with this project if adequate funds are available in the budget to do so. Charlie reports he is waiting for some more information and price quotes concerning road work to correct cracks in the surface area – specifically addressing the immediate area in front of the three (3) main association log buildings. Re-stripping of parking spaces of the surface area needs to be completed, but he does not believe it would be a prudent decision to move forward with the expense of re-stripping prior to sealing and/or correction of the existing surface cracks.

PMP reports numerous phone calls have been made concerning street lights not functioning properly. The maintenance cost to replace and/or correct the street light is high and a great expense to the association. Correction of street light problems requires the association to rent a hydraulic lift for maintenance purposes. **The Board wonders if any owner in the association may have access to a boom truck or a hydraulic lift.** PMP advises the Board that routine replacement of the lights is an item taken into consideration when preparing the association's annual Budget. Following discussion, Motion by Dashiell to replace and/or correct the existing burned out street lights for Lot 276, Lot 272 and Lot 15; and, for a routine maintenance check of all lights in the association to correct any other problems with the exterior lighting on the same day; 2<sup>nd</sup> by Ina Danielson, motion carries.

Budget and Finance:

No report

Rules and Regulations

No report

**NEW BUSINESS:**

Reminder from President Denny Beaudin of the scheduled Association Information Meetings which will be held on:

Monday, July 21<sup>st</sup> at 10:00 a.m.

Monday, September 8<sup>th</sup> at 10:00 a.m.

**Correspondence:**

Two letters were received, reviewed by the Board of Directors, and filed.

**ADJOURNMENT:**

The President entertained a motion to adjourn which was made by Jenkins, 2<sup>nd</sup> by Danielson, motion carried.

Respectfully submitted,

***CindyRae Mehler***, PMP

[In the absence of Secretary Don Schleuse]