



**LATITUDE 49 RESORT PARK  
BOARD OF DIRECTORS MEETING – Covid**

**DATE:** September 29, 2020  
**PLACE:** Latitude 49 – Board Room [Covid – adhere to social distance requirements]  
**TIME:** 9:30 AM

**CALL TO ORDER**

President Don Schleuse called the Board Meeting to order at 9:35 AM.

**PRESENT**

Don Schleuse – President	Ken Gunderson - Vice President
Max Archer – Secretary	Gary Hall - Treasurer
Henry Hays - Board Member/ Maintenance Liaison	

Cindyrae Mehler – Integra

**APPROVE MEETING MINUTES**

Motion by Max Archer to approve 01-14-20 Board Minutes, 06-16-20 Executive Minutes, 06-29-20 Budget Minutes, 07-09-20 Executive Minutes, 08-08-20 Organizational Minutes, and 09-22-20 Executive Minutes; 2<sup>nd</sup> by Henry Hays; and, PASSED.

**INTEGRA REPORT/FINANCIALS**

Cindyrae Mehler reported the financial standing through 08-31-20, reflecting the following: Peoples Bank operating account balance \$129,665.98, Heritage Bank operating account balance [laundry income] \$13,455.92, Petty Cash of \$165.34; Edward Jones Reserve account of \$412,296.51, and WECU Activity account of \$2,622.74 – for a total bank of \$558,206.49. Property tours have been continued through the summer with reminder phone calls and warning letters sent to properties with continuing non-compliance issues.

**TREASURER'S REPORT**

Gary Hall advises he continues to monitor the laddered CD's and reinvest funds as they mature. Following discussion of deposits to Reserves and continued funding of reserves for the large future capital projects, Motion was made by Gary Hall to approve moving \$20,000 from the People's Bank Operating Account to Edward D. Jones Reserve Funds; 2<sup>nd</sup> by Henry Hays; and, PASSED.

**COMMITTEE REPORTS**

- ARCHITECTURAL. Henry Hays reports there have been 98 project requests submitted this year, with 7 being re-submitted for approval, and 3 were rejected for non-compliance. This

committee has continued an outstanding example of working through this Covid restrictive meeting year by utilizing email, virtual chats and phone communications throughout the past few months. Thank you is extended to our Canadian architectural member for preparing the statistical reports for the committee. .

► **ACTIVITIES.** No report. Activities in the Park will resume when the Governor lifts meeting restrictions.

► **GROUNDS & MAINTENANCE.** Henry Hays reports the garbage compactor continues to be monitored closely with the scheduling of a new replacement camera by Security Solutions anticipated in the next week. Hydraulic hoses were replaced on the compactor. On going monitoring of the pool and hot tub [chlorine and running the pumps each week], repair of hot tub cover in process, retention pond cleaned, cleared branches and ivy from NW fenceline with assistance of TB Lawn crew. Irrigation system ran well this year with failed sprinkler heads repaired and replaced as needed. New self-propelled lawn mower. Continued grounds care of lawns and beds and weed control. Addition of bark to garden beds. Annual inspection of Back flow valves completed and approved as required by the County with full compliance. Fitness gym equipment – replacement of broken part on recumbent bike and new deck/belt on treadmill by Fitness Gear & Training. 2-new transmissions and clutches on washing machines – still waiting for final parts to arrive to complete repair to 3<sup>rd</sup> machine. New heater in maintenance shop completed by Lightning Electric. Commons routine window cleaning was postponed due to Covid. Annual service to all furnaces in the commons buildings is scheduled for October with Barron Heating.

### **UNFINISHED BUSINESS:**

Workout equipment replacement: Gary Hall and Ken Gunderson have been researching equipment upgrade/replacement and continuing with commercial grade products. Following discussion, it was determined replacement of the 4-station universal gym with Mi6 and Mi1 functional trainer and weight stacks, and a rowing machine VX3 through Fitness Gear & Training was the optimum choice. Motion by Gary Hall to approve ordering the Universal Gym and the Rowing Machine under Estimate #1495 in the amount of \$9,139.99 [includes set up, delivery & tax] from Fitness Gear & Training; 2<sup>nd</sup> by Henry Hays; and, PASSED.

Doors software upgrade: Discussion was held on upgrading the software, entry fobs, gate access to the Park in the effort to be proactive. The system in the Park is 20+ years old. INTEGRA was requested to seek information on upgrading the current equipment and costs associated for future discussion.

Annual review date of Park's Rules & Regulations: A working Board Meeting for annual review of the R&R's is scheduled for Tuesday, October 20, 2020 at 9:30 am. Flying of drones in the Park [privacy & noise issue] and ATV joy riding in the Park will be addressed.

North berm split rail fence: Park maintenance staff will be working on removal and disposal of the rotten fencing in this area this fall.

Pond dredge plan: Henry Hays and Don Schleuse are working with vendors in developing a scope of work for dredging of the pond to include removal of built up silt and sludge to lower the pond depth and allow the pond to hold a larger volume of water in peak periods of rain.

**ADJOURNMENT**

There being no further Board Business for discussion, the meeting was adjourned at 10:45 am.

Respectfully submitted,

*Cindyrae Mehler*  
*INTEGRA Management*