



## **LATITUDE 49 RESORT PARK BOARD OF DIRECTORS OPEN MEETING**

**DATE:** January 24, 2023  
**PLACE:** Latitude 49 – Clubhouse  
**TIME:** 10:00 AM

A WELCOME was extended to owners who were able to attend the Open Board Meeting.

*An OPEN owner Q&A period was held prior to the Open Board Meeting for owners to ask questions of the Board or Management*

*Q&A began at 10:00 AM and finished at 10:05AM*

### **CALL TO ORDER**

Secretary Max Archer called the Board Meeting to order at 10:05 AM.

### **PRESENT**

Max Archer – Secretary  
Gary Hall - Treasurer  
Henry Hays - Director/Maintenance liaison  
Cindyrae Mehler – Integra

Absent: Don Schleuse - President [Arizona]  
Ken Gunderson – Vice President [Arizona]

### **APPROVE MEETING MINUTES**

Motion by Henry Hays to approve 11-15-22 Open Board Minutes; 2<sup>nd</sup> by Gary Hall; and, PASSED.

Motion by Henry Hays to approve 12-06-22 Executive Board Minutes [delinquency review/personnel]; 2<sup>nd</sup> by Gary Hall; and, PASSED.

### **INTEGRA REPORT/FINANCIALS**

Treasurer Gary Hall & Cindyrae reported the financial standing through 12-31-22, reflecting the following: Peoples Bank operating account balance \$95,131.89, Heritage Bank operating account balance [laundry income] \$29,676.03, Petty Cash of \$165.34; Edward Jones Reserve account of \$415,782.94 and WECU Activity account of \$2,592.25 – for a total bank of \$543,348.45. We came in under Budget in expenses thru 12-31-22 by \$4,014.50. We paid the initial 50% down on the 4-new commercial washers & 4-new commercial dryers in 2022, with the balance to be paid following delivery and installation. We survived the most formidable ice storm in Whatcom county records for the past 23 years with no breaks in the commons area from the severe winter weather. The KERI gate system seems to have the bugs worked out of it now with no reported gate issue. Routine park inspections continue with winter being a fairly calm time of year.

### **TREASURER'S REPORT**

Gary Hall reports he met with Frank Ellers of Edward Jones in monitoring the CD's and has reinvested one CD that matured at 4.55% interest. As the other short term CD's mature he will be working to reinvest these in higher yield returns also.

## **COMMITTEE REPORTS**

- ▶ **ARCHITECTURAL.** Henry Hays reports it is quite slow this time of year. Since the last meeting they have received 8 requests with all being approved.
- ▶ **ACTIVITIES.** Max Archer reports the Activities Committee continue with activities – a little slower this time of year – with regular Friday Night potlucks continuing to be held every other Friday.
- ▶ **GROUNDS & MAINTENANCE.** Henry Hays reports that we have two really good maintenance employees doing a great job! He is so pleased with the self-starter and conscientious work done by both Mike and Jason for the Park. Advises the work on the north commons area perimeters has been completed, which included general cleanup done by Linderman Tree Works LLC including removal and disposal of the old rotten 20+ year old wooden fence and ivy cleanup. Positive feedback has been received on the new hot tub cover by users of this amenity. [see maintenance report attached].

## **UNFINISHED BUSINESS:**

- ▶ **Washer & Dryer replacement models ordered:** Max Archer & Henry Hays report four (4) washers and four (4) stacked dryers were ordered [Speed Queen]. They have been delivered to Bellingham. We are only waiting for the final coin box to be received, and then installation will be scheduled. We anticipate they will be installed prior to the end of February. The rate [coin price to use the machines] will be increased when the new install is done to accommodate the increased expense of operation.
- ▶ **Perimeter exterior commons cleanup/ shrub & ivy / disposal of rotten fencing:** Henry Hays confirms the report this project has now been fully completed by Linderman Tree Works LLC.

## **NEW BUSINESS:**

- ▶ **30# Large capacity commercial dryer:** Max Archer reports following much searching and investigation, the board will be moving forward with purchase of a new 30# Speed Queen Commercial Gas Dryer. The old dryer was in excess of 13-years old and we are unable to replace the failed components, get parts or do the necessary repairs.
- ▶ **Dates for seasonal garbage dumpster:** Henry Hays reports the seasonal disposal dumpster will be brought in on 05-19-23 and will be leaving on 05-29-23.
- ▶ **Pool Opening Date:** Henry Hays reports the pool is scheduled to OPEN on 05-13-23 [Mother's Day Weekend]. We are on schedule with Koala-T pools for their work in prep for the initial start up of the pool.
- ▶ **Max Archer asks everyone to be vigilant as many burglaries have been reported in the Birch Bay area recently.** Keep a watchful eye on your neighbors lots/units – wanted to make sure everyone was on their toes a little more right now. Burglary activities have not been reported in our Park and we are hopeful to keep it this way.

## **Next Board Meeting Date:**

- ▶ **OPEN Board Meeting:** Tuesday, April 25, 2023 at 9:30 am - Clubhouse

## **ADJOURNMENT**

There being no further Board Business for discussion, the Board Meeting was adjourned at 10:14 am.

Respectfully submitted,

*Cindyrae Mehler*  
***INTEGRA Management***

[ Maintenance Report attached ]

# Latitude 49 Maintenance Report

## January 24, 2023

1. Ongoing monitoring of the compactor.
2. Ongoing monitoring and cleaning of Hot tub and chlorine added to 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. 11/10 Appliance Solutions onsite for repair of two washing machines.
7. 11/15 Maytag dryer serviced by NW Laundry Supply, parts on order for repair.
8. 11/16 A new hot tub cover installed.
9. 11/21 Gateway Controls on site for computer updates.
10. 11/29 Guardian Security on site for fire alarm and extinguisher checks.
11. 11/30 Setup Christmas decorations. Stage outside, in the office and clubhouse.
12. 11/30 Maytag dryers serviced by NW Laundry Supply another part on order for repair.
13. 12/1 Gateway Controls service SW clubhouse door. Keyless entry malfunction.
14. 12/7 Lindermann Tree service began work on north easement. (west side)
15. 12/7 Remove and pack Christmas decorations in the basement.
16. 12/12 Fitness Solutions on sight for equipment inspection and maintenance.
17. 12/28 Cut down fallen tree branch from entry. (lot #1)
18. 12/28 Maytag dryer serviced by NW Laundry Supply - repair unsuccessful.
19. 1/11 Lindermann Tree service finished work on north easement. (east side)