

- Board Meeting, March 12, 2007

Board met in Executive Session on March 12, 2007 at 9:00am, Denny Beaudin, President presiding. In attendance were Jim Wilson, Vice President, Don Schleuse, Secretary, Ann Archer, Treasurer, and Directors John Courage, Ina Danielson.

PMP was represented by Cindy Rae Mehler.

Motion by Wilson second by Courage to ratify the February 9, 2007 minutes as previously approved via phone, motion carried.

### **Unfinished Business**

The unearned premiums have been received from our previous insurance carrier, Totem, and have been deposited.

Vice President Wilson presented a quote from Guardian for the cost of monitoring the fire alarm system. Cost of monitoring is dependent on length of the contract, \$43/mo for a two year and \$35/mo for a five year contract. Motion by Wilson, second by Archer to award a five year contract to Guardian at the cost of \$35/month, motion carried.

A phone tree will be established for notification of alarms will be established.

The ad hoc committee selected to review and move forward on updating the governing documents is: John Towner, Joene Olsen, Don Schleuse, and Charley Jenkins.

The ad hoc committee for violations has Jeanie Hartman and Don Pinkerton as members, others are pending.

The Treasurer reported that there is \$25182.96 in the checking account. The auditor, Stromberg & Stromberg has been in contact with PMP to set up a date for the audit.

Bank of America and Edward Jones have not been sending monthly statements to PMP but to the old accounting firm. The Treasurer has given them the correct address. The BofA account will be closed shortly and the funds transferred to the checking account.

### **PMP Report**

The new computer for gate control has been purchased and the data transfer has been completed. The entering of phone numbers will have to be done manually from the phone list provided by Telcom. A training session will be held shortly.

Violation letters have been sent out and copies given to the Board.

Change of registered agent has been completed.

PMP ask for approval to pay bill submitted by Brite Lites for work done on the street lights. Motion by Archer, second by Schleuse to pay, motion carried.

It was suggested that a fee for checks returned Non Sufficient Funds be established. The Board agreed that checks received and deposited in the Association account and returned

marked NSF will be assessed a \$40 NSF fee. The fee will be applied to the members account.

### **Correspondence**

Letter from Perry DTD Feb 27, 2007 read and filed

PMP memo re Oldow phonecon on Feb 28, 2007. Vice President Wilson stated that he tried to contact the property owner but no one was home. He left a note on the door telling them to contact him but so far he hasn't been contacted.

Letter from Cox DTD Feb 15, 2007 read and filed.

Letter from Nicholson DTD Mar7, 2007 concerning placement of a trailer on lot #60. Motion by Courage, second by Archer, to uphold the decision of the Architectural Committee and not allow placement of the trailer, motion carried.

### **New Business**

Startouch representative, Staci Scheffer along with Kent Walter and Norm Dall came before the Board for discussions regarding the wireless internet. Director Courage stated that the previous board had entered into an agreement with Telcom to supply cable, phone and internet services. He expressed concern as to why Startouch has appeared in the park. Mr. Dall explained that there was a merger between Startouch and Telcom on the wireless side of service. Startouch, as part of the merger, has agreed to honor the remaining contract that Telcom has with the park as to monthly rates and service. Ms. Scheffer stated that Startouch has assumed all liabilities as far as insurance and service. The equipment is being purchased on a contract basis from Telcom. It was pointed out that the old lead acid batteries in the basement of the Clubhouse have been replaced with new gel cells making for a cleaner and safer environment. Startouch will provide the Association with a copy of insurance listing Latitude 49 Resort Park Association as an additional insured. Mr. Dall stated that when contacting Statrouch for service, members of the Association should identify themselves as Latitude 49 residents to obtain the lower monthly rate as specified in the Telcom contract.

Discussions were held concerning registration of the Latitude 49 logo. Motion by Danielson, second by Wilson to complete formal registration, motion carried.

It is noted that Ian Edgar did not appear for his scheduled hearing with the Board at his appointed time.

### **Committee Reports**

#### **Architectural**

A copy of a lot improvement request received via fax from William Barneycoat was received. The form was unreadable and Mr. Barneycoat will be contacted and be ask to provide a readable form.

#### **Activities**

Vice President Wilson reported that a commercial dishwasher has been purchased at a cost of \$3273 and will be installed after replacement of the kitchen floor. A bid for

replacement of the floor in the amount of \$1715 was accepted by the Committee. Motion by Wilson, second by Archer, that the Association fund 50% of the cost of the floor, motion carried. Volunteers will remove the refers, dishwashers, and stoves in preparation for the new floor.

#### Budget & Finance

The Committee met on March 8 for general collection of info. The Committee would like to meet with representatives from PMP to see how financial info is handled. Arrangements will be made to do so.

#### Grounds & Maintenance

The Clubhouse kitchen will be shut down for installation of the new floor. All of the appliances will be moved out prior to installation and the new dishwasher will be installed. Some electrical wiring will have to be rerouted. A date for the refinishing of the Clubhouse floor hasn't been received from the contractor yet. It is expected to be in early April and the building will be secured for a week.

No written bids for hot tub repair have been received yet but one is expected shortly. It should be in the \$2900 range. It has been difficult to get anyone to come out and give a bid for repair.

Video monitoring of the garbage, pool and mail room will be investigated.

A real estate "For Sale" board has been placed outside the gate where plastic boxes supplied by a local title company are available for members to place flyers in.

#### Rules & Regulations

A final review of the R&R will be done on March 17<sup>th</sup>.

Next meeting will be on March 17, 10am for the Rules & Regulations final review and such business that might occur. A meeting is also scheduled for April 23 at 9am.

An informational meeting with the membership will be held on April 28<sup>th</sup>.

Motion to adjourn by Courage, second by Schleuse, motion carried.

Respectfully submitted,

Donald L. Schleuse  
Secretary

[REDACTED], April 23, 2007  
Board met in Executive Session on April 23, 2007 at 9:00am, Denny Beaudin, President presiding. In attendance were Jim Wilson, Vice President, Don Schleuse, Secretary, Ann Archer, Treasurer, and Directors John Courage, Ina Danielson.

PMP was represented by Cindy Rae Mehler and Tess Allison.

### **PMP Report**

Year to date income from late fees is \$875 and laundry income is \$827 . Accounting and legal fees are under budget. We are over budget in office expense due to the mailings.

Stromberg & Stromberg has contacted PMP in reference to the audit but no date has been set for completion.

PMP will do the payroll taxes but will be unable to do the taxes due to the death of Steve Newman. An extension has been filed; Ann will contact Stromberg & Stromberg and ask them to do our taxes.

Discussion concerning what information will be included when an owner asks for financial information.

PMP will draft the resolutions for the AGM. Items being voted on are the six foot fence issue, 100 gallon propane tanks, mail in ballots, 2008 budget, and resolution to put surplus operating funds towards the reserve account. The Secretary will draft items and send to PMP.

### **Unfinished Business**

Motion by Wilson, second by Archer to ratify the Board minutes of March 12 and March 17, 2007 previously accepted via Email, motion carried.

Awarding of a contract to monitor the fire alarms is being finalized.

Ad hoc committee status:

The Secretary will set up a first meeting with Joene Olsen and John Towner. The committee dealing with violations within the park made an inspection of the park. The most blatant violations at this time are the lawn mowing and gutter maintenance. A list will be given to PMP for follow-up.

Logo registration will cost between \$500 and \$1000. The developer had not registered the logo as they felt that it refers to one unique place in the world. The developer will allow Latitude 49 to use the logo and will provide a letter stating so. Due to the cost of registration, the issue has been tabled at this time.

Installation of the gate hardware has been completed. It was found that there are key cards being used that are not attached to an owner. These cards have been turned off. The issue of garage door openers will be brought up at the meeting on the 28<sup>th</sup>. Cell phone usage is being looked at. Currently the controller phone line is an in park only and will have to be upgraded to an outside line and possibly additional monthly cost. The old "code" has been removed as it had been comprised.

For the Informational Meeting the President ask that committee chairs be prepared to answer questions.

### **Treasurer's Report**

As attached.

### **Committee Reports**

#### **Architectural**

Activity has been slow but is anticipated to pick up in the next few months.

#### **Activities**

All activities have been on hold due to the floor refinishing and the next scheduled activity is the Mother's Day brunch.

#### **Budget & Finance**

A preliminary budget has been completed for 2008 with no raise in dues anticipated. The Committee has scheduled \$26,000 for the reserve fund.

#### **Grounds & Maintenance**

Charlie said an inspection of the electrical boxes throughout the park hasn't been done recently and that will be placed on the schedule. The summer help from last year will be contacted to see if he wants to come back this summer and when he will be available. There is some concern about usage of the Association truck and the number of trips to the dump it makes per week. PMP brought up the possibility of bringing in a large dumpster for the summer, Charlie will look into costs. Dave Swann went to a pool maintenance class and found out that there are a few items that need to be done to bring our pool and spa area into compliance.

#### **Rules & Regulations**

No items outstanding.

### **Correspondence**

Edgar -- meeting with PMP  
Imhoff  
Moller  
Polinkus -- phone call  
Montegani  
St. Pierre -- phone call  
Hathcock

### **New Business**

Bids from Telcom and Gateway Controls have been received for the video monitoring equipment and are being reviewed.

The contractor code at the gate will be changed on a regular basis  
No date set for the next meeting.

Lat 49

- Board Meeting, May 10, 2007

Board met in Executive Session on May 10, 2007 at 9:00am, Denny Beaudin, President presiding. In attendance were Jim Wilson, Vice President, Don Schleuse, Secretary, Ann Archer, Treasurer, and Directors John Courage, Ina Danielson, and Charlie Jenkins.

PMP was represented by Cindy Rae Mehler.

**PMP Report**

Invoice from Log Home Specialties in the amount of \$18,111.47 was presented for approval. Motion by Wilson, second by Archer to pay, motion carried.

Amount of \$1311.21 for settlement of small claims lawsuit, Lloyd Perry and Jack Wilson vs. Latitude 49 Resort Park Association. Motion by Archer, second by Courage to pay. Five votes for, two abstain, motion carried. Funds to be deposited with court registry.

Current rent roll discussed.

Infraction letters were sent out and some responses have been received.

Discussions on wording of the proposed amendments. Jenkins, Archer, and Schleuse will meet with Cindy Mehler and Tess Allison next week to finalize.

**Unfinished Business**

Motion by Wilson, second by Jenkins to ratify the Board minutes of April 23, 2007 previously accepted via Email, motion carried.

A five year contract at \$35/month with Guardian will be finalized by Wilson. Names for the notification list were finalized.

Video security monitoring was tabled pending discussions and presentations by Telcom and Gateway Controls. Jenkins and Wilson will follow up.

Ad hoc committee status:  
No action taken

Discussions on cell phone usage to open main gate. There is a question concerning toll charges from within the 360 area code being generated. Action tabled pending further information.

**Treasurer's Report**

None.

**Committee Reports**

Architectural

Activity has been slow but is anticipated to pick up in the next few months. One issue with a shed installation is being resolved.

### Activities

Cinco de Mayo was a good time. Friday night BBQs have started since the weather has been nice. Over 30 people are showing up for Wednesday morning coffee. Mother's Day brunch will be served on May 13<sup>th</sup>.

### Budget & Finance

Costs of the fire alarm monitoring will be added. The auditor has been in the PMP offices collecting info and will be doing the taxes.

### Grounds & Maintenance

Charlie presented a letter he would like sent to the membership regarding people leaving junk at the compactor site.

The Association will not provide an extra dumpster at this time.

There are some issues that need to be taken care of to bring the swimming pool into compliance. Blankets are needed, the first aid kits are seven years out of date and need replacement, signage needs posted, and safety hardware needs to be placed. One issue is a new type drain cover needs to be installed by June 2008. This will most likely be done at the close of summer. Pool will be open by the end of May. The new heater, acquired under warranty, will have to be updated to comply with new regulations. This will be accomplished by David Swanson.

### Rules & Regulations

No items outstanding.

### Correspondence

As read and filed.

### New Business

The Activities Committee requested permission to purchase a new refer for the kitchen. Motion by Danielson, second by Archer to approve purchase, motion carried.

Discussions on proxy submittal time frame and allocated interests.

Next meeting May 21,2007 at 10am and June 11,2007 at 9am.

Motion to adjourn by Wilson, second by Archer, motion carried.

Respectfully submitted,

Donald L. Schleuse  
Secretary

LATITUDE 49 RESORT PARK ASSOCIATION  
BOARD MINUTES

Date: May 26, 2007

Place: Administrative Offices.

**CALL TO ORDER:**

Meeting called to order at 9:30 a.m.

**PRESENT:**

President: Denny Beaudin  
Vice President: Jim Wilson  
Treasurer: Ann Archer

**Directors at Large:**

John Courage  
Ina Danielson  
Charlie Jenkins

**Budget:**

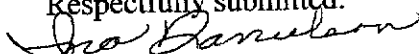
**Ann Archer made a motion to ratify and approve the revised budget as per the minutes of May 22, 2007. Jim Wilson seconded the motion. Motion passed.**

The board members present were requested to sign off on the budget.

**Jim Wilson made a motion to adjourn the meeting. Ann Archer seconded the motion. Motion passed.**

Meeting adjourned at 9:50 a.m.

Respectfully submitted:



Ina Danielson

Acting secretary for Don Schleuse.

2008 Final Budget 4 a  
 Draft Volume 4 a  
 Ser 2/10/07  
 Mon 2/10/07

*[Handwritten signatures and notes]*  
 Approved - James J. Wilson  
 Approved - James J. Wilson  
 Approved - James J. Wilson  
 Approved - James J. Wilson  
 Approved - James J. Wilson  
 Approved - James J. Wilson

ATTN: Cindy Rae  
 or Tess

FINANCIAL	JAN-DEC BUDGET	BUDGET
Acct #	ACTUAL	2007
	12 MO	2008
8120 Salaries	54,718	38,000
Retire Benefits	1,250	0
8150 Payroll Taxes	4,505	6,000
8175 Medical Insurance	5,056	3,000
Accounting	6,450	0
Accounts Payable		
6800 PMP	14,860	33,000
6850 Office Labor		
6675 Bank Charges	251	150
7100 Electrical Power	10,281	9,200
6730 Equipment Repair	1,213	1,000
7300 Garbage	12,726	10,000
8300 Insurance	24,613	20,000
6600 Janitorial Supplies	1,522	2,000
Audit		
6100 Legal/Prof	8,697	3,500
8200 Licenses/permits/tax	726	3,500
Fire suppression		
Structure Repair		
6700 Maintenance, Bldg.	12,198	50,106
7500 Natural Gas	15,694	7,000
6650 Office Supplies	4,745	16,000
6625 Pool Supplies	8,628	2,300
6755 Pool Maint		6,000
Hot Tub maint	76	5,000
810 Property Tax	602	4,000
7450 Net Use	523	700
7400 Phone	2,523	600
7600 Cable	493	2,200
Long Dist		800
7200 Water/Sewer	5,832	6,300
6205 Mileage	312	
6200 Auto Ex	1,726	2,000
6450 Grounds Equipment	50	3,000
6425 Maint. Grounds	7,583	6,000
6400 Lat 49 grounds maint		
Reserve Acct		16,000
Depr Expense	9,600	
Sub Total	217,453	257,856
MAINT FEE INCOME	212,710	257,856
	68	70
	316	316
	12	12
	257,856	265,440

10,004 truck purchase  
 2,000  
 12,000 road repair

MAINT Fee monthly

- Board Meeting, June 2, 2007

Board met in Executive Session on Saturday, June 2, 2007 at 11:00am, Denny Beaudin, President presiding. In attendance were Jim Wilson, Vice President, Don Schleuse, Secretary, Ann Archer, Treasurer, and Directors John Courage, Ina Danielson, and Charlie Jenkins.

PMP was represented by Cindy Rae Mehler.

Letter received from Edgar dated May 30, 2007 was discussed and a reply was drafted.

Motion by Courage, 2<sup>nd</sup> by Wilson to put forth a motion to the membership at the AGM to ratify the payment of \$1310.21 to the court registry for settlement of small claims suit brought against the Association by Jack Wilson and Lloyd Perry. Motion carried.

President Beaudin presented a draft of his report that will be sent to the membership.

Motion to adjourn by Wilson, second by Archer, motion carried.

Respectfully submitted,

Donald L. Schleuse  
Secretary