



♦ 15245 SW 116th Ave., King City, OR 97224 ♦ 503.639.6565 phone ♦ www.mykcca.com ♦

**Minutes of KCCA Board of Directors Meeting
Tuesday, August 8, 2017
6:30 p.m. in the Clubhouse Banquet Room**

Pledge of Allegiance to the Flag

- I. Call to Order by President Terry Pittsley at 6:30 p.m.
- II. Roll Call: Present: Terry Pittsley, Valerie Schuyler, Diana Platika, Joe Wilson, Paul Downing, Marty Williams. Absent: Blair Wyatt
- III. Open Forum
 - Theresa Upshaw – 1) Do changes to CC&Rs require a vote of members? No, only of the Board of Directors. 2) Re: Use of exercise room – it will become available again once construction in Crown Center is complete, the CC is cleaned & a temporary fence is erected between Crown Center and new Aquatic Center.
 - Barbara Marrion: Will paid access to new Aquatic Center be available to non-KCCA members? No – if opened to other than members and their guests, it becomes a public pool that have more stringent safety standards.
 - Judy Holmes: How much over budget is the construction of the new Aquatic Center? That subject will be addressed in the report from the Pool Construction Committee.
 - Denny Gelfand: Read the duties of the Board of Directors President and Treasurer according to the By-Laws, Article VI, Sections 5 & 8.
 - Dee Burkey: Announced plan to put on another community dance in November to raise money for the new Aquatic Center. Asked for volunteers to help.
- IV. **A motion to approve the minutes of the Board of Directors meeting of July 11, 2017 was made by Downing and seconded by Williams; the motion passed.**
- V. President's Discussion Items
 - A. Personnel Manual: Diana Platika and Nancy Hayes. The following members joined Diana and Nancy on the committee: Judy Holmes, Julie Strand, Jerry Dusenberry. Proposed changes will be submitted to the KCCA attorney for review and then adopted by a vote of the Board.
 - B. Procedure for Memorial Gifts: Williams described the procedure saying that once details have been worked out, the document will be presented to the Board for approval.



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- VI. Treasurer's Discussion Items: Platika has named the following members to the committee to develop the 2018 Budget: Bev, Carolyn Griffith, Carol Chapman, Judy Holmes. Members are currently collecting data so they can make decisions that take both price and value into account in projecting budget amounts for next year. Platika announced that she is available to talk with members on the first Thursday of the month at 9:00 in the Clubhouse.
- VII. Secretary's Discussion Items: Schuyler noted the importance of communication with and among residents and expressed appreciation 1) for the beautiful posters in the Clubhouse announcing to residents upcoming events such as the Eclipse and movies. Posters were created by members of Hello Neighbors and the Morning Coffee Group; and 2) to Julie Chappelle for organizing and overseeing the Clubhouse Bulletin Board. Schuyler reiterated the policy of not posting notices on windows or doors except unless the administrator or Board deem it an urgent "need to know."
- VIII. Committee Discussion Items
- A. Finance Committee: Platika reported that there were no requests for expenditures in the past month. Note: The following documents were made available to residents attending the meeting: 2017 Reserve Transfer Fees, Income/Expense Statement, Balance Sheet, Reserve Expenditures for Current Year.
 - B. Greens Committee: Wilson reported on income from greens fees, ticket sales and Pro Shop sales, saying that sales are up over last year. He noted that 2000 rounds of golf have been played year to date, that the Ladies Golf Club donated a redwood tree and that there was a successful lawn bowling event in July. He said KCCA has leased 5 golf carts so that out of town golfers can rent them, including those attending Home & Home events.
 - C. LARC Committee: **It was moved by Schuyler and seconded by Platika to accept the resignation of Blair Wyatt as chair of LARC and to appoint Paul Downing and Joe Wilson as co-chairs of LARC. The motion passed.** Downing noted that a new form is being distributed to residents whose properties are out of compliance with the CC&Rs. A schedule of fines will accompany the form. He said that committee members will be persistent in following up to determine if changes needed have been made and fines will be assessed if not.
 - D. House Committee: Downing reported on three bids he has obtained for a fire door with panic bars in the Clubhouse living room. Double doors will replace one set of sliding doors. **It was moved by Platika and seconded by Wilson to approve the expenditure of \$6,350 to NW Entrance to purchase and install the doors. The motion passed.** Some repair work on the trim will be needed but bids have not yet been obtained.



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- E. Hello Neighbors Social Committee: Williams invited members to attend the Hawaiian themed BYOB on August 10th and the Eclipse Event at the Clubhouse on August 21st.
- F. Pool Committee: Pittsley reported that no meeting had been held in July.
- G. Ad Hoc Pool Fundraising: Schuyler reported that Joy, Pro Shop manager was the “Top King City Oregon mug salesperson” in the month of July.
- H. Ad Hoc Pool Construction Committee: Sandy Fuhrman reported on the progress to date on the Aquatic Center, the challenges encountered and how they were addressed and the next steps. A copy of her report will appear in the September KCCA Newsletter.
- I. Ad Hoc Administrator Search Committee: Schuyler reported that committee members have conducted phone interviews with all persons whose applications have been received to date and will contact references on candidates still in the running. After phone references are completed, the committee will meet to discuss and determine which, if any candidates, will be scheduled for an interview with the Board of Directors. Background checks will be completed before an offer will be made.

IX. Other Business

Joe Wilson introduced Bob Olmstead, a member of the King City Council. Bob gave a brief history of the Community Emergency Response Team (CERT), the purpose of which is to provide assistance to citizens following an emergency until FEMA arrives. King City CERT is now in hiatus so KCCA is covered by Tigard CERT. Volunteers are sought to form a local CERT. They would meet one night a week for 8 weeks to be trained in CPR, search & rescue and other life-saving methods. Contact King City City Hall to indicate a willingness to help form and staff a local CERT.

A motion to adjourn was made by Wilson and seconded by Williams. The motion passed and the meeting was adjourned at 7:26 p.m.

Valerie Schuyler
Vice President/Secretary