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*Final Version*

## **Board of Directors Meeting Agenda**

Tuesday, November 14, 2017

6:30 p.m. at the KCCA Banquet Room

Pledge of Allegiance

1. Call to order
  - A. Roll Call
  - B. Minutes approval for 10-3 workshop, 10-10 BOD meeting, and 10-6, 10-13, 10-20 10-27, 11-3 joint BOD and pool construction committees.
2. President's discussion item—Cash is no longer accepted for Assessments
3. Treasurer's Discussion item
  - A. Budget vote for 2018
4. Secretary's Discussion items
5. Committee Discussion items
  - A. Finance Committee
  - B. Greens Committee
  - C. LARC Committee
    - a. Discussion of Garden Villa having their own LARC committee—(need to find out why KCCA does it in the first place)
  - D. House Committee
  - E. Hello Neighbors/Social Committee
  - F. Pool Committee-on hiatus until pool completed
  - G. Pool Construction Ad Hoc Committee
    - a. Sandi give report
  - H. Pool Fundraising Committee
    - a. Valerie give report

Adjourn

MINUTES OF BOARD OF DIRECTORS MEETING

NOVEMBER 14, 2017

6:30PM Clubhouse Banquet Room

Pledge of Allegiance to the Flag

1. Call to order by President Terry Pittsley at 6:30 p.m.
  - a. Roll Call: Present: Paul Downing, Terry Pittsley, Diana Platika, Valerie Schuyler, Marty Williams, Joe Wilson, Blair Wyatt
  - b. Approval of Minutes of past meetings:
    - 1) **Motion:** Approve the minutes of the Board of Directors workshop on October 3, 2017. Moved by Downing, seconded by Wyatt. Motion passed unanimously.
    - 2) **Motion:** Approve the minutes of the Board of Directors meeting on October 10, 2017. Moved by Schuyler, seconded by Wyatt. In favor: Downing, Pittsley, Schuyler, Williams, Wilson, Wyatt. Opposed: Platika. Motion passed.
    - 3) **Motion:** Approve the minutes of the joint Board of Directors and Pool Construction Committee meeting on October 6, 2017. Moved by Schuyler, seconded by Wyatt. In favor: Downing, Pittsley, Schuyler, Williams, Wilson, Wyatt. Opposed: Platika. Motion passed.
    - 4) **Motion:** Approve the minutes of the joint Board of Directors and Pool Construction Committee meeting on October 13, 2017. Moved by Wyatt, seconded by Wilson. In favor: Downing, Pittsley, Schuyler, Williams, Wilson, Wyatt. Opposed: Platika. Motion passed.
    - 5) **Motion:** Approve the minutes of the joint Board of Directors and Pool Construction Committee meeting on October 20, 2017. Moved by Schuyler, seconded by Wilson. Passed unanimously.
    - 6) **Motion:** Approve the minutes of the joint Board of Directors and Pool Construction Committee meeting on October 27, 2017. Moved by Wyatt, seconded by Wilson. Passed unanimously.
    - 7) **Motion:** Approve the minutes of the joint Board of Directors and Pool Construction Committee meeting on November 3, 2017. Moved by Schuyler, seconded by Wilson. In favor: Downing, Pittsley, Schuyler, Williams, Wilson, Wyatt. Opposed: Platika. Motion passed.

OPEN FORUM

Topics raised were complaints about lack of proper procedures in meetings of the Board of Directors (handout provided); questions about where the money to finish the new Aquatic Center will come from; proposal from two residents to put on monthly dances open to the public; lack of Agenda items "New Business" and "Old Business" (handout provided); comments on the proposed 2018 Budget; concern about the cost of the pool and rumors about a plan to assess residents to pay for it; and questions following up a letter sent to the Board concerning actions not taken in building the new Aquatic Center and why the cost of the golf course is such a large part of our expenses.

Approved 12/05/2017

MINUTES OF BOARD OF DIRECTORS MEETING

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2. President's discussion item: Pittsley stated the new policy that cash will not be accepted in payment of annual Assessments. Checks, cashier checks, credit and debit cards will be accepted, but not money orders or cash.
3. Treasurer's Discussion item – Platika
  - a. **Motion:** Adopt the 2018 Budget for KCCA as presented by the Finance Committee. Moved by Platika, seconded by Williams. Motion passed unanimously.
4. Secretary's Discussion items: Schuyler presented a proposed process for distributing meeting minutes:
  - a. The secretary will email a draft of the minutes to Board members, the Administrator and a representative of the Pool Construction Committee (PCC), in the case of joint meetings, within five (5) working days of the meeting.
  - b. Board members, and the PCC representative if applicable, will send corrections/omissions to the Administrator within three (3) working days of the date the draft minutes were sent.
  - c. The Administrator will distribute the corrected draft minutes to Board members by email once the corrections/omissions deadline has passed.
  - d. Hard copy of all draft minutes (including joint Board & Pool Construction Committee meetings) requiring approval votes will be included in packets for Board members on the day of the Board meeting when they are to be approved.
  - e. Minutes will be voted on at the Board meeting which follows both the 8 working day turnaround and distribution of corrected draft minutes to all Board members.
  - f. *Once approved by Board vote*, minutes will be posted on the Clubhouse bulletin board and on the KCCA website as "Approved" and put in the Board Minutes Notebook for the appropriate year with associated handouts.
5. Committee Discussion items
  - a. Finance Committee – Platika. No further report.
  - b. Greens Committee – Wilson. Information on sales of golfing tickets and other income and activities was provided.
  - c. LARC Committee – Downing
    - 1) Discussion of Garden Villa having their own LARC committee; noted that if Garden Villa is required to do so, other condominium associations who have a Board of Directors will also be required to have a LARC committee.
  - d. House Committee – Downing. Strings of LED holiday lights were installed on the Clubhouse and will be installed on the Pro Shop and Crown Center. Outside lights at the Crown Center that are not working will be replaced. The final light pole in the Clubhouse parking lot is being installed.
  - e. Hello Neighbors Social Committee – Williams. A workshop to make centerpieces will occur on December 6<sup>th</sup>; a BYOB will take place on December 14<sup>th</sup>.

Approved 12/05/2017

MINUTES OF BOARD OF DIRECTORS MEETING

NOVEMBER 14, 2017

6:30PM Clubhouse Banquet Room

- f. Pool Committee – on hiatus until pool completed.
- g. Pool Construction Ad Hoc Committee – Sandi Fuhrman gave a report in which she related the range of bids KCCA had received for building the Aquatic Center and noted that while the lowest bid had been accepted, the same cost overruns that are occurring on this project would have occurred had a higher bid been accepted, raising the cost even higher than the current projection. Current cost projection is \$1,596,112, which includes \$49,000+ in change orders approved by the BOD in October. Downing noted that the cost per square foot, as projected, is very reasonable for a commercial building.
- h. Pool Fundraising Committee - Schuyler reported that the committee has raised almost \$14,000 to date.

**Motion:** Go into Executive Session at 8:09 p.m. to discuss a contractual agreement. Moved by Wilson, seconded by Wyatt. Passed unanimously.

Executive session was convened at 8:14 and adjourned at 8:40.

**Motion:** Adjourn the Board of Directors meeting at 8:45 p.m. Moved by Downing, seconded by Wyatt. Passed unanimously.

Valerie Schuyler, Vice President/Secretary

Approved 12/05/2017