



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

BOARD OF DIRECTORS MEETING AGENDA

Tuesday, **December 12, 2017**

6:30 pm, Clubhouse Banquet Room

- I. CALL TO ORDER
- II. ROLL CALL OF DIRECTORS
- III. ADMINISTRATOR:
 - a. Discussion: Reserve & Certificate of Deposit Account Registry Service (CDARS); change of CDARS service provider (to Northwest Bank) requires Board approval
- IV. OPEN FORUM
 - a. Ceramics Club, L. Wolfe: request to repair or replace kiln
- V. SECRETARY:
 - a. Approval of Minutes; December 1 and 5 meetings
- VI. TREASURER:
 - a. Treasurer's Report
 - i. 2017 Operating Fund total surplus amount dedicated to technology upgrades
- VII. PRESIDENT:
 - a. President's Report
 - i. 2018 fees / rules for clubs and common area use, where Board direction required
- VIII. COMMITTEE REPORTS:
 - a. Finance Committee
 - b. Greens Committee
 - c. LARC Committee
 - d. House Committee
 - e. Hello Neighbors/Social Committee
 - f. Pool Committee, no report (on hiatus until pool completed)
 - g. Pool Construction ad hoc Committee
 - h. Pool Fundraising Committee

This Agenda was posted 12/08/17, following Director review, on the bulletin boards located at the KCCA: Clubhouse, Pro Shop, Crown Center, Library; and on mykcca.com. Minutes from this meeting will be posted at the KCCA Clubhouse and on mykcca.com *after* adoption by the Board of Directors.

- IX. BOARD ACTIONS:
- a. Unfinished Business
 - i. 2018 Board meeting days and times of day - attendee suggestions from 10 am BOD meeting on 12/5 were: move to Monday, Tuesday or Wednesday evenings for 4th week of each month and keep morning meetings 2nd week of each month; OR, make both 2nd and 4th Tuesdays of the month evening only meetings; OR, hold only morning meetings every other week; OR, hold late afternoon meetings twice a month. Poll members in attendance at evening meeting for their thoughts.
 - b. New Business [note: the Director requesting discussion will bring eight copies of any handouts for the Board and Administrator]
- X. DIRECTOR'S COMMENTS: Time for Directors to offer comments, observations or announcements [without making formal motions, no vote takes place].
- XI. ADJOURNMENT OF MEETING

NOTES TO KCCA MEMBERS:

This Regular Board Meeting Agenda is drafted in accordance with KCCA Resolution 2012-305, and is subject to changes that may take place during the ordinary course of the meeting.

With the approval of the Board at the 12/5/17 meeting, the Administrator is reporting out of the usual order to leave the meeting and attend an event directly afterward.

All Members of KCCA are welcome to attend and observe the deliberations of the Board. Board Meetings are business meetings of the Board of Directors. With the only exception being the Open Forum; KCCA Resolution 2012-305, and its associated authorities, govern Member attendance rights and not Member participation rights. The right of Member attendance does not include the right to offer testimony or comment during the conduct of Board business, unless specifically recognized by the Presiding Officer. Minutes of Board Meetings reflect the actions taken by the Board and do not contain a record of the discussions leading up to actions taken.



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KCCA BOARD OF DIRECTORS MEETING MINUTES

Tuesday, December 12, 2017

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

CALL TO ORDER: The meeting was convened at 6:30p.m. by President Terry Pittsley

ROLL CALL OF DIRECTORS: Present: Terry Pittsley, Blair Wyatt, Diana Platika, Joe Wilson, Marty Williams, Valerie Schuyler; Absent: Paul Downing; Wilson left early.

ADMINISTRATOR

- Change of CDARS service provider (to Northwest Bank)
- **Motion:** Open new Certificate of Deposit Account Registry Service (CDARS) service provider at Northwest Bank. Moved by Wilson; seconded by Platika. Motion passed.

OPEN FORUM

- Ceramics Club, submitted by Lynne Wolfe: Request to repair or replace kiln. At the meeting a resident reported this issue has been taken care of.
- Helen McElvoy: Question about room rental.
- Brad Vandermark: Request that Board consider alternate methods of funding the Reserve Fund.

SECRETARY

- **Motion:** Approve minutes of the Joint meeting of the BOD and PCC on December 1, 2017 and of the BOD meeting on December 5, 2017. Moved by Wilson, seconded by Wyatt. Motion passed.

TREASURER:

- Financial reports attached.
- Reported that the 2017 Operating Fund surplus will be dedicated in part to technology upgrades.

PRESIDENT

- Reported that no is money budgeted in 2018 for staff set-up and clean-up of rooms used by clubs so club members will be expected to set-up, take-down and clean rooms they use.
- Discussion of proposed 2018 fees and rules for clubs and common area use, including rental to outside groups. No action taken.



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COMMITTEE REPORTS:

Finance Committee: Platika

- Statement from treasurer that the Finance Committee had not approved expenditures for water heater, furnace and painting at Crown Center.
- Pool Construction Committee member Sandi Fuhrman reported that at the BOD meeting on December 5, 2017, the Board approved the expenditure of up to \$5,000 to buy and install a hot water heater and install heating duct work, the project to be managed by Downing.

Greens Committee: Wilson

- Report attached 12-7-17 Meeting Minutes

LARC Committee: No report

House Committee: No report

Hello Neighbors Social Committee: Williams

- Residents are invited to Holiday BYOB on Thursday, December 14, 2017

Pool Committee: No report (on hiatus until pool completed)

Ad hoc Pool Construction Committee: Sandi Fuhrman, committee member

- See attached report

Pool Fundraising Committee: Schuyler

- Income from Winter Nite Dance not yet known
- Residents reminded that "King City Oregon" mugs make excellent holiday gifts!

BOARD ACTIONS

- *Unfinished Business*
 - Pittsley raised the question of whether to hold the two monthly regular Board meetings as they are now, one in the morning and one in the evening.
 1. A poll of members in attendance at this meeting resulted in a large majority of attendees voting that both meetings be held in the evening.
 2. Beginning in January, 2018, meetings of the Board of Directors will be held at 6:30p.m. on the 2nd and 4th Tuesdays each month in the Clubhouse Banquet Room.
 3. Joint meetings of the BOD and the ad hoc Pool Construction Committee will continue to be held on Friday mornings at 8:00 a.m. in the Crown Center unless posted otherwise.
 - Platika asked that Lusk be required to send pre-meeting documents to Board members in addition to Pool Construction Committee members. Pittsley will tell Lusk to do this.
- *New Business* - None



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DIRECTOR'S COMMENTS - None

Motion: Adjourn the Board of Directors meeting at 7:55 p.m. Moved by Wilson, seconded by Wyatt. Motion passed.

Marty Williams
Director

Valerie Schuyler
Vice President/Secretary

APPROVED