

Board of Directors Meeting Agenda

Tuesday, **March 27, 2018** - 10:00 am

Clubhouse Meeting Room

- I. Call to Order**
- II. Roll Call of Directors**
- III. URA Presentation** - City of King City: Mayor Ken Gibson & City Manager Michael Weston, II
- IV. Secretary**
 - a. Approval of Agenda
 - b. Approval of Minutes
 - i. Board & Pool Committee Meeting: 3/23/18
 - ii. Board of Directors Meetings: 1/9/18 revision; 2/21/18; and, 3/20/18
- V. Treasurer**
- VI. President**
 - a. Loan resolution adoption
- VII. Committee Reports**
 - a. Finance Committee (on hiatus)
 - b. House Committee (on hiatus)
 - c. Pool Construction *ad hoc* Committee
 - d. Pool Fundraising *ad hoc* Committee
 - e. Pool Committee (on hiatus until pool completed)
 - f. LARC Committee
 - g. Greens Committee
 - h. Hello Neighbors/Social Committee
 - i. Elections Committee
 - j. Nominating Committee
- VIII. Administrator** - No report
- IX. Executive Session** - Discussion of personnel, contract, legal and debt collection issues
- X. Reconvene Open Meeting**

- XI. Board Actions**
 - a. Unfinished Business
 - b. New Business

- XII. Director's Comments**

- XIII. Adjournment of Meeting**

NOTES TO KCCA MEMBERS:

This 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.

The Board may meet in Executive Session to discuss: legal issues or debt collection (including member hearings), contracts and personnel matters. Executive Sessions are closed to Members. Any decisions made by “straw vote” will be voted on subsequently in an open Board Meeting. There are no minutes taken during Executive Session.

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, March 27, 2018

10:00 a.m. in the Clubhouse Meeting Room

- I. Call to Order by President Terry Pittsley at 8:00 a.m.
- II. Roll Call of Directors: Present – Terry Pittsley, Diana Platika, Valerie Schuyler, Marty Williams, Blair Wyatt; Absent – Paul Downing, Joe Wilson.
- III. URA Presentation - City of King City: Mayor Ken Gibson & City Manager Michael Weston, II
- IV. Secretary
 - a. **Motion:** Approve the agenda of the meeting of March 27, 2018. Moved by Wyatt; seconded by Platika. Motion passed unanimously.
 - b. Approval of Minutes
 - i. **Motion:** Approve the minutes of the Board & Pool Committee meeting of March 23, 2018. Moved by Platika; seconded by Wyatt. Motion passed unanimously.
 - ii. **Motion:** Approve a revision of the minutes of the Board of Directors meeting of January 9, 2018 to add the names of the Board members who moved and seconded the Motion to adopt the Employee Handbook and that the motion passed. Moved by Pittsley; seconded by Wyatt. Motion passed unanimously.
 - iii. **Motion:** Approve the minutes of the Board of Directors meeting of February 21, 2018. Moved by Wyatt; seconded by Schuyler. Motion passed unanimously.
 - iv. **Motion:** Approve the minutes of the Board of Directors' meeting of March 20, 2018 as corrected to change the month on the heading from May to March. Moved by Pittsley; seconded by Wyatt. In favor – Pittsley, Platika, Schuyler, Wyatt; Abstain – Williams. Motion passed.
- V. Treasurer – No report.
- VI. President
 - a. **Motion:** Adopt the Loan Resolution with NW Bank for approval of an additional \$300,000 loan *with the following changes*: 1) Page 2, "#1 Type", sentence two, change the phrase as written: "line of credit period ends **on before March 1, 2017**" to "line of credit period ends **on March 1, 2018**"; 2) Page 2, #3 Closing: add the names "The Board hereby designates Terry Pittsley, President; Valerie Schuyler, Vice President/Secretary; Diana Platika, Treasurer; and Marty Williams, Director. 3) Page 3, #4 Loan Resolution: "The Board further designates Valerie Schuyler, Vice President/Secretary; Diana Platika, Treasurer; Blair Wyatt, Director; Marty Williams, Director; and 4) In the footer, delete the name "Creekside Homeowner's



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Association Inc" and replace with "King City Civic Association". Moved by Pittsley, seconded by Wyatt. Motion passed unanimously.

VII. Committee Reports

- a. Finance Committee (on hiatus)
- b. House Committee (on hiatus)
- c. Pool Construction *ad hoc* Committee
- d. Pool Fundraising *ad hoc* Committee
- e. Pool Committee (on hiatus until pool completed)
- f. LARC Committee
- g. Greens Committee
- h. Hello Neighbors/Social Committee
- i. Elections Committee
- j. Nominating Committee

VIII. Administrator - No report

IX. Executive Session

- a. **Motion:** Suspend the Board of Directors meeting to go into Executive Session at 11:33 a.m. to discuss personnel, contract, legal and debt collection issues. Moved by Wyatt; seconded by Platika. Motion passed unanimously.
- b. **Motion:** Adjourn the Executive Session at 1:02 p.m. and reconvene the Board of Directors meeting. Moved by Wyatt; seconded by Platika. Motion passed unanimously.

X. Reconvene Open Meeting

- a. **Motion:** Reconvene the Open Meeting at 1:03 p.m. Moved by Wyatt; seconded by Pittsley. Motion passed unanimously.
- b. **Motion:** Authorize Administrator Ronnda Zezula to ask Cosgrave Vergeer Kester, LLP to present KCCA with a contract for legal services. Moved by Wyatt; seconded by Pittsley. Motion passed unanimously.

XI. Board Actions

- a. Unfinished Business - None
- b. New Business – None

XII. Director's Comments – None

- XIII. Motion:** Adjourn the meeting at 1:06 p.m. Moved by Williams; seconded by Pittsley. Motion passed unanimously.

Valerie Schuyler



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Vice President/Secretary

APPROVED