

Board of Directors Meeting Agenda

Tuesday, October 9, 2018

6:30 pm, Clubhouse Banquet Room

- I. Call to Order**
- II. Roll Call of Directors**
- III. Open Forum**
- IV. Secretary**
 - a. Approval of Agenda
 - b. Approval of Minutes: 8/28/18 revision & 9/25/18 Board of Directors Meeting
- V. President**
- VI. Treasurer**
- VII. Committee Reports**
 - a. Finance | Budget Committee
 - b. House Committee
 - c. LARC Committee
 - d. Pool Construction ad hoc Committee
 - i. KKLA Progress Payment Request 14
 - e. Pool Committee
 - f. Greens Committee
 - g. Club & Amenities Committee
 - h. Hello Neighbors Social Committee
- VIII. Adjourn to Executive Session** - discussion of contract and legal issues
- IX. Reconvene Open Meeting**
- X. Board Actions**
 - a. Old Business
 - i. Director Schuyler: Newsletter article(s)
 - b. New Business
- XI. Director's Comments**
- XII. Adjournment of Board 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. 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. Minutes are posted only after the Board approves them.

The Board may meet in Executive Session to discuss: legal issues / debt collection, 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 the Executive Session.

Board of Directors Meeting Minutes

Tuesday, October 9, 2018

6:30 pm, Clubhouse Banquet Room

- I. **Call to Order** by President Paul Downing at 6:32 p.m.
- II. **Roll Call**
 - A. Directors: Present - Paul Downing, Rob Cavasher, Sandi Fuhrman, Steve Garner, Carolyn Griffith, Diana Platika, Valerie Schuyler
 - B. Administrator: Absent - Ronnda Zezula
- III. **Open Forum**
 - A. Chris Walbridge – requested list of members asking for copies of KCCA documents
 - B. Marilyn Mason – trees on 4th green
- IV. **Secretary**
 - A. **Motion:** Approve the meeting Agenda. Moved by Garner; Seconded by Cavasher. Motion passed unanimously.
 - B. **Motion:** Approve the revised Minutes of the Board of Directors meeting on August 28, 2018. Moved by Griffith; Seconded by Garner. *The revision is in VII.E.3, the Pool Committee report. The original motion was to pay Protech for three months of **alarm** services. The actual service provided is **monitoring**, though their invoice states “alarm”. The Aquatic Center does not have an alarm service.* Motion passed unanimously.
 - C. **Motion:** Approve the Minutes of the Board of Directors Meeting on September 25, 2018. Moved by Fuhrman; Seconded by Cavasher. In favor - Paul Downing, Rob Cavasher, Sandi Fuhrman, Steve Garner, Carolyn Griffith, Valerie Schuyler; Abstain due to absence at that meeting - Diana Platika. Motion passed.
- V. **President** – Downing (see committee reports)
- VI. **Treasurer** – Garner (see Finance/Budget Committee)
- VII. **Committee Reports**
 - A. Finance/Budget Committee – Garner
 1. Garner distributed only to the Board copies of the first draft of 2019 projected Income/Expenses that does not yet include personnel costs.
 - B. House Committee – Downing
 1. The new kiln has been installed but venting has not yet been completed.
 2. Downing is meeting with women golfers who use the Pro Shop dressing room to make a plan for the remodel. Downing was asked by a member to include swimmers who use the showers when swimming in the outdoor pool in planning the remodel.

3. Crown Center remodel: Downing will bring a complete remodel plan with associated costs to the Finance Committee and to the Board of Directors for a vote. He has one bid for the roof and is awaiting others. Griffith expressed her opinion that remodel of the Crown Center should wait until final costs of the Aquatic Center are determined, that when remodeling takes place consideration should be given to how space in the building is used, and her perceived lack of compatibility in exterior appearance of the Crown Center to the new Aquatic Center.
 4. KCCA has received one bid of \$17,000 to replace the exterior plastic/wood walls of the shuffleboard building; Downing is seeking more bids to take to the Finance Committee.
- C. LARC Committee – Cavasher
1. Discussion of use of pavers in driveways; they will not be allowed in KCCA pursuant to Washington County regulations.
- D. Pool Construction ad hoc Committee – Downing
1. Plans have been received from the engineer for storage of chemicals and submitted to Clair Co. KCCA will not have occupancy of the building until chemical storage passes inspection. Downing was reminded to bring a plan and associated costs for Board approval before construction is initiated. Washington County will then need to inspect and license the pools before they can be used.
 2. **Motion:** Disband the pool construction ad hoc committee. Moved by Fuhrman; Seconded by Schuyler. In favor - Downing, Cavasher, Fuhrman, Garner, Platika, Schuyler; Opposed - Griffith. Motion passed.
- E. Pool Committee – Fuhrman
1. **Motion:** Approve the addition of Chris Walbridge to the Pool Committee Board. Moved by Fuhrman; Seconded by Schuyler. Motion passed unanimously.
 2. After-hours (when staff is not present) Pool protocol process
 - a. **Motion:** Approve pool marshals after-hours pool protocol process. Moved by Downing; Seconded by Garner. Motion passed unanimously.
 - b. **Motion:** Approve pool marshals as a subcommittee under the Pool Committee. Moved by Schuyler; Seconded by Downing. Motion passed unanimously.
 - c. **Motion:** Approve Denny Gelfand, Keith Walbridge, Larry Mills and Don Ryan as members of the pool marshal subcommittee. Moved by Downing; Seconded by Platika. Motion passed unanimously
- F. Greens Committee – Platika
1. **Motion:** Raise winter rate (November – February) for 9 holes of golf for non-residents from \$10 to \$12; rate for residents would be \$10. Moved by Platika; Seconded by Griffith. Motion passed unanimously.
 2. **Motion:** Implement a winter rate (Nov – Feb) golf pass for \$125 for both residents and non-residents. Motion passed unanimously.
 3. **Motion:** Lower the rate of the March – September youth (18 years and under) pass to \$95. Moved by Platika; Seconded by Griffith. Motion passed unanimously.

4. **Motion:** Authorize payment of up to \$500 for an inspection of two Ponderosa pine trees on the 4th green to determine if they are viable. Moved by Downing; Seconded by Platika. Motion passed unanimously.
 - G. Club & Amenities Committee – Schuyler – no report.
 - H. Hello Neighbors Social Committee – Griffith
 1. **Motion:** The Board of Directors sanctions holding a BYOB Holiday Party at the Clubhouse on December 1, 2018 from 5:00 – 7:00 pm at which non-residents may be present and alcohol may be consumed. Moved by Downing; Seconded by Platika. Motion passed unanimously.
- VIII. Executive Session**
- A. **Motion:** Adjourn to Executive Session for discussion of contract and legal issues at 8:30 p.m. Moved by Downing; Seconded by Schuyler. Motion passed unanimously.
 - B. **Motion:** Adjourn Executive Session at 9:25 p.m. Moved by Downing; Seconded by Garner. Motion passed unanimously.
 - C. A topic proposed by Cavasher was not discussed due to lateness of the hour; determine when this topic can be addressed.
- IX. Motion:** Reconvene Board of Directors meeting at 9:27 pm. Moved by Garner; Seconded by Cavasher. Motion passed unanimously
- X. Board Actions**
- A. Old Business
 1. **Motion:** Pay KCLA in the amount of \$26,046.97, omitting payment for the change orders submitted. Motion passed unanimously. (*Note: all change orders submitted were for work performed after the Clair Co. Plan Check dated 5/31/2017.*)
 2. Director Schuyler: Newsletter article(s) – did not address
 - B. New Business
 1. King City’s request to move the U.S. mail and ballot boxes to one of KCCA’s parking lots – did not address.
- XI. Director’s Comments** - none
- XII. Motion:** Adjourn the Board Meeting at 9:29 p.m. Moved by Downing; Seconded by Schuyler. Motion passed unanimously.

Valerie Schuyler
Secretary, Board of Directors