

Board of Directors Meeting Agenda

Tuesday, October 23, 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: 10/9/18 Board of Directors Meeting
- V. President**
- VI. Treasurer**
- VII. Committee Reports**
 - a. Finance | Budget Committee
 - b. House Committee
 - c. LARC Committee
 - d. Pool Committee
 - i. Exterior security cameras
 - e. Greens Committee
 - f. Club & Amenities Committee
 - g. Hello Neighbors Social Committee
- VIII. Board Actions**
 - a. Old Business
 - i. Director Fuhrman: online voting, continue discussion from previous election
 - ii. Director Schuyler: golf course fees, continue discussion from 10/9/18
 - iii. Director Schuyler: KCCA event alcohol liability, clarify discussion from 10/9/18
 - iv. Director Schuyler: City of King City request to move USPS mail box and ballot box onto KCCA property
 - b. New Business
 - i. Member request relating to events held in banquet room
- IX. Director's Comments**
- X. 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.



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MINUTES, BOARD OF DIRECTORS MEETING

Tuesday, October 23, 2018

6:30 p.m., Clubhouse Banquet Room

- I. Call to order by President Paul Downing at 6:30 p.m.
- II. Roll Call
 - A. Directors: Present - Paul Downing, Rob Cavasher, Sandi Fuhrman, Steve Garner, Valerie Schuyler; Absent - Carolyn Griffith, Diana Platika (both absences were scheduled in advance).
 - B. Administrator: Present - Ronnda Zezula
- III. Open Forum – no comments
- IV. Secretary - Schuyler
 - A. **Motion:** Approve the meeting Agenda. Moved by Garner; Seconded by Cavasher. Motion passed unanimously.
 - B. **Motion:** Approve the Draft 3 Minutes of the October 9, 2018 Board of Directors meeting. Moved by Garner; Seconded by Downing. Motion passed unanimously.
- V. President – Downing
 - A. An arborist examined the two Ponderosa pine trees on the 4th fairway, the viability of which had been questioned by a resident, and reported that both trees are in good condition and there is no reason to remove them.
- VI. Treasurer – Garner
 - A. The September 2018 Income/Expense Statement was available to members present.
- VII. Committee Reports
 - A. Finance/Budget Committee – Garner
 1. First drafts of the 2019 operating and reserve budgets are completed. Members of the Finance Committee and Board of Directors are working to finalize drafts. The proposed 2019 budgets will be presented to KCCA members on November 6, 2018 at a members' meeting at 6:00 p.m. in the Clubhouse Banquet Room.
 - B. House Committee – Downing
 1. Downing is working to complete the work required on chemical storage to meet code.
 2. Once chemical storage passes inspection, Washington Co. will inspect the pools to deliver the required annual permits.
 - C. LARC Committee – Cavasher
 1. Committee members are addressing requests from members as they are submitted.
 2. Cavasher said the committee needs more members and Diane Wilson volunteered!
 - D. Pool Committee – Fuhrman
 1. Security cameras integrated into the Protech system are needed for the outside of the equipment room door and for half of the front of the Aquatic Center building. The other half of the building will be surveilled by a camera on the corner of the Crown Center, attached to the Crown Center system.

2. Alarms will be installed to signal opening of doors into the equipment room and into all chemical storage facilities.

E. Greens Committee – Platika – no report

F. Clubs & Amenities Committee – Schuyler

1. Committee members are reviewing past policies and forms related to clubs and amenities and drafting policies/forms to reflect current needs.
2. Proposed materials, when ready, will be presented to the Board of Directors for adoption.

G. Hello Neighbors Social Committee – Griffith – no report

VIII. Board Actions

A. Old Business

1. Online voting

- a. Fuhrman related the Board's decision on April 6, 2018 to explore online voting. Board members directed Zezula to obtain current bids for the service of tabulating and reporting to KCCA only online votes and the cost of same.
- b. Resident members will continue to have the options of paper voting at the Clubhouse on election day and of using absentee ballots.

2. Golf course fees.

- a. At the Board of Directors meeting of October 9, 2018, the suggestion was made that the Pro Shop manager could set fees related to the golf course. Schuyler called attention to Resolution 2012-203 which led to the following motion: **Motion:** The Board of Directors shall set all fees related to the golf course. Moved by Downing; Seconded by Garner. Motion passed unanimously.

3. Schuyler clarified that by sanctioning the BYOB Holiday Event hosted by Hello Neighbors with the potential for non-residents and children in attendance, KCCA is liable for injury to non-residents in addition to residents related to their attendance at the event.

4. The City of King City has requested that the USPS mail box and ballot box now located outside City Hall be moved onto KCCA property. Board members expressed concern about additional traffic being a threat to residents and wear and tear on KCCA property and questioned how federal (mail) and state (federal & state) collection boxes would affect KCCA's responsibility for the boxes. Downing will talk with City Manager Mike Weston.

B. New Business

1. Zezula reported on a request from a member to again be allowed to use the banquet room with the promise that children in attendance would be closely supervised. The Board authorized this and will monitor the supervision of children at the member's next event.

IX. Directors Comments - none

X. **Motion:** Adjourn the meeting at 7:18 p.m. Moved by Downing; Seconded by Cavasher. Motion passed unanimously.