

Board of Directors Meeting Agenda

Tuesday, **November 27, 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: 11/13/18 Board of Directors Meeting
- V. President**
- VI. Treasurer**
 - a. October Financials
- VII. Committee Reports**
 - a. Finance | Budget Committee
 - i. Vote; insurance deductible Reserve fund
 - ii. Discussion and Approval; 2019 Reserve Budget
 - iii. Vote; carryover of 2018 operating surplus to 2019 operating fund
 - iv. Announce; 2019 Assessment Amount
 - v. Discussion and Vote; 2019 Fees, including: online payment
“convenience,” amenity rental and golf fees
 - vi. Disband 2019 Budget Committee
 - b. House Committee
 - i. Clubhouse front door bid revision; enable use of handicapped access button to leave building when door locked without using “crash bar”
 - ii. Networking bid revision, increase internet service bandwidth; move modem and install wireless access points - Crown & Aquatic Centers
 - c. LARC Committee

- d. Pool Committee
- e. Greens Committee
- f. Club & Amenities Committee
 - i. Discussion; rules for clubs requesting to post banners or signs on the exterior of KCCA amenity buildings, whether Board approval required
- g. Hello Neighbors Social Committee

VIII. Board Actions

- a. Old Business
 - i. Review online voting vendor bids
- b. New Business

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.

Minutes, Board of Directors Meeting
Tuesday, November 27, 2018
6:30 pm, 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, Carolyn Griffith, Diana Platika, Valerie Schuyler
 - B. Administrator Present: Ronnda Zezula
- III. Open Forum
 - A. Katherine Griffith: Line item in 2019 Reserve budget for insurance deductible.
- IV. Secretary – Schuyler
 - A. **Motion:** Approve meeting Agenda. Moved by Platika; Seconded by Garner. Motion passed unanimously.
 - B. **Motion:** Approve minutes of Board of Directors Meeting of November 13, 2018. Moved by Platika; Seconded by Griffith. Motion passed unanimously.
- V. President – Downing
 - A. Announced based on the prior approval of the 2019 operating budget, the 2019 annual assessment per resident is \$423.00, due by January 31, 2019.
- VI. Treasurer - Garner
 - A. October Financials provided to residents.
- VII. Committee Reports
 - A. Finance | Budget Committee
 1. **Motion:** Create an insurance deductible Reserve fund in the amount of \$25,000. Moved by Griffith; Seconded by Platika. In favor - Griffith; Opposed - Downing, Cavasher, Fuhrman, Garner, Platika, Schuyler. Motion did not pass.
 2. **Motion:** Approve 2019 Reserve Budget in the amount of \$468,568 with the following understandings: a. Projects already approved by the Board will be categorized as “Non-Discretionary”; b. Other proposed projects will be

designated as “Discretionary” and those over the amount of \$1,000 will be reviewed by the Finance Committee and approved by the Board of Directors before they are carried out. Moved by Schuyler; Seconded by Garner. In favor – Downing, Cavasher, Garner, Griffith, Platika, Schuyler; Opposed – Fuhrman. Motion passed.

3. **Motion:** Approve carryover of 2018 operating surplus to 2019 operating fund. Moved by Platika; Seconded by Griffith. Motion passed unanimously.
 4. **Motion:** Charge a \$7.00 convenience fee per resident assessment if paid using the new online payment system. This fee will not apply to payments made by check or to each monthly ACH payment. Moved by Schuyler; Seconded by Platika. Motion passed unanimously.
 5. **Motion:** Approve the 2019 fees proposed for Member & Club events (with the understanding that the Clubs & Amenities Committee is evaluating these fees and may propose changes later in the year, as stated on the form). Moved by Griffith; Seconded by Platika. Motion passed unanimously.
- B. House Committee – Downing
1. **Motion:** Approve the bid of \$750.00 from N.W. Entrance for the following changes to the Clubhouse front door that enable use of handicapped access button to leave building when door is locked without using “crash bar”: RES Rim electric strike, dual receiver and labor. Moved by Platika; Seconded by Cavasher. Motion passed unanimously.
 2. **Motion:** Approve networking bid of \$4,463.00 from TouchPoint Network due to an increase in internet service bandwidth and internet service provider required modem relocation; install new wireless access points and required cabling at the Crown & Aquatic Centers. Moved by Garner; Seconded by Schuyler. Motion passed unanimously.
- C. LARC Committee – Cavasher
1. **Motion:** Approve KCCA’s payment of \$2,000 to System Pavers for restocking unused pavers and partial demolition of a resident’s driveway. Moved by Fuhrman; Seconded by Platika. Motion passed unanimously.
- D. Pool Committee – Fuhrman.
1. Fuhrman presented photos and discussion of issues at the Aquatic Center that require attention. Downing took responsibility for resolution of the problem areas.
- E. Greens Committee – Platika. No report.
- F. Club & Amenities Committee - Schuyler
1. Discussion of rules and need for Board approval for clubs requesting to post banners or signs on the exterior of KCCA amenity buildings. **TABLED** until next meeting.
- G. Hello Neighbors Social Committee – Griffith
1. Griffith announced the need to change the date of the Holiday BYOB from December 1st to December 7th because of a scheduling conflict.

VIII. Board Actions

A. Old Business

1. Discussion and decision regarding hiring a company to conduct online voting for the June 2019 Board election (including / not including paper ballots) was **TABLED** until the next meeting.

B. New Business – None

IX. Director's Comments - None

- X. Motion:** Adjourn Board Meeting at 9:04 p.m. Moved by Paul; Seconded by all directors. Motion passed unanimously.

Valerie Schuyler
Secretary, Board of Directors

APPROVED