

Board of Directors Meeting Agenda (revised 3/12/19)

Tuesday, **March 12, 2019**

6:30 pm, Clubhouse Banquet Room

- I. Call to Order**
- II. Roll Call of Directors**
- III. Open Forum** - there is no Open Forum for this meeting
- IV. Secretary**
 - a. Approval of Agenda
 - b. Approval of Minutes:
 - i. 2/26/19 Board of Directors Meeting
 - ii. 3/05/19 Emergency Board of Directors Meeting
- V. President** - no report
- VI. Treasurer** - no report
- VII. Committee Reports** - no reports
 - a. Finance Committee
 - b. House Committee
 - c. LARC Committee
 - d. Pool Committee
 - e. Greens Committee
 - f. Club & Amenities Committee
 - g. Hello Neighbors Social Committee
 - h. Election Committee
 - i. Nominating Committee
 - i. Nomination process and timeline
- VIII. Board Actions**
 - a. Old Business - Discussions requested by Directors
 - i. Monitoring of reserve fund expenditures - Schuyler
 - ii. Proposed Pool Committee changes to Indoor Pool Rules – Schuyler

- b. New Business - Discussions requested by Directors
 - i. Proposed Board Code of Conduct - Cavasher
 - ii. Enforcement of KCCA rule violations - Platika
 - iii. March newsletter article titled "Member Services News" - Fuhrman
 - iv. March newsletter article titled "From the Pro Shop" - Fuhrman

IX. Board 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, March 12, 2019

6:30 pm, Clubhouse Banquet Room

- I. The meeting was called to order by President Paul Downing at 6:30 pm.
- 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 – There was no Open Forum at this meeting.
- IV. Secretary – Schuyler
 - A. **Motion:** Approve the Agenda of this meeting. Moved by Garner; Seconded by Platika. The motion passed unanimously
 - B. **Motion:** Approve the Minutes of the February 26, 2019 Board of Directors Meeting. Moved by Garner; Seconded by Platika. The motion passed unanimously.
 - C. **Motion:** Approve the minutes of the Emergency Meeting of the Board of Director on March 5, 2019. Moved by Griffith; Seconded by Garner. In favor: Paul Downing, Rob Cavasher, Steve Garner, Carolyn Griffith, Diana Platika, Valerie Schuyler. Did not vote: Sandi Fuhrman (not present at March 5th meeting). The motion passed.
- V. President – No report
- VI. Treasurer – No report
- VII. Committee Reports from a few committees
 - A. Hello Neighbors Social Committee – Griffith announced the Pies of March event on 3/17/2019.
 - B. Nominating Committee – Fuhrman read the article that will appear in the April Newsletter describing the process and timeline for nominations to fill 3-yr terms on the Board of Directors.
 - C. Election Committee – Cavasher asked for volunteers for the Election Committee; Pam Garner and Terri Johnson volunteered.
- VIII. Board Actions
 - A. Old Business – Discussions requested by Directors
 1. Monitoring of Reserve Fund expenditures – Schuyler. The following policies were discussed by Directors; no votes were taken.
 - a. Transfer fees that come in during a fiscal year will be held for use in the following year.
 - b. The \$100,000 CD will be held for use in emergencies.

- c. Schuyler requested that each Director will prioritize the items remaining on the Discretionary section of the 2019 Reserve Budget and send their priority list to Schuyler who will compile them and present the compiled order of priorities to Directors at the Board meeting on March 26, 2019. Fuhrman will submit information to the Board about work still needed at the indoor and outdoor pools, for consideration in this process.
2. Downing presented an estimate of \$42,600 to remodel the Pro Shop Women’s restroom due to high plumbing costs not anticipated when the Board voted to approve \$20,000.
3. Proposed Pool Committee changes to indoor Pool Rules – Fuhrman. This issue was tabled to the Board meeting on March 26, 2019.
- B. New Business – Discussions requested by Directors
 1. Proposed Board Code of Conduct – Cavasher. After discussion, Cavasher agreed to consult the HR attorneys about the material he added to the Code of Conduct they provided. No vote was taken.
 2. Enforcement of KCCA rule violations – Platika. Discussion ensued regarding a few instances of member’s failures to follow rules/act responsibly and consequences that could or should occur. Administrator Zezula suggested the Board more clearly define consequences in the planned government document revisions for behavior offenses to enable application of consistent consequences for unacceptable behavior. She noted that documents such as pool rules are lower in hierarchy than governing documents. No vote was taken.
 3. March Newsletter article entitled “Member Services News” – Fuhrman. Some Directors expressed concern about volunteer members having access to the office, a practice that has been disallowed in the last few years. Member Pittsley suggested that there be a “Help” desk placed in the Clubhouse lobby that would be staffed by volunteers. Garner proposed that this option be explored by Zezula. No vote was taken.
 4. March newsletter article titled “From the Pro Shop” – Fuhrman. Discussion took place about who is responsible for appointing volunteer Golf Course Marshalls and whether the volunteers should be approved by the Board of Directors. Zezula referred to the Pro Shop Manager job description, which says the manager is responsible for hiring/firing volunteers. Director approval is not required. No vote was taken.
- IX. Board Directors’ Comments – None
- X. **Motion:** Adjourn the Board meeting at 9:05 pm. Moved by Schuyler; Seconded by Platika. The motion passed unanimously.

Valerie Schuyler
Secretary, Board of Directors