

Board of Directors Meeting Agenda

Tuesday, **March 26, 2019**

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: 3/12/19 Board of Directors Meeting
- V. President**
 - a. Resolutions revision - overview of recommendations
- VI. Treasurer**
 - a. Financial Reports: February 2019
- VII. Committee 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

VIII. Board Actions

a. Old Business

- i. Review Director prioritization of items remaining on the Discretionary section of the 2019 Reserve Budget, plus unbudgeted work at indoor and outdoor pools - Schuyler
- ii. Proposed Board Code of Conduct, report on outcome of consultation with HR attorneys - Cavasher
- iii. Proposed Pool Committee changes to Indoor Pool Rules - Fuhrman

b. New Business

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.

Board of Directors Meeting Minutes

Tuesday, **March 26, 2019**

6:30 pm, Clubhouse Banquet Room

- I. The meeting was called to order by Vice President Rob Cavasher at 6:31 pm.
- II. Roll Call
 - A. Directors: Present - Rob Cavasher, Sandi Fuhrman, Steve Garner, Carolyn Griffith, Diana Platika, Valerie Schuyler; Absent - Paul Downing
 - B. Administrator: Present - Ronnda Zezula
- III. Open Forum
 - A. Barbara Lee: Noisy sand and gravel trucks in her neighborhood on March 15th
 - B. Barbara Parks: KCCA office hours perceived as inadequate
 - C. Judy Holmes: New voting system; pool finances
 - D. John Walter: Concerned about sub-association formed within Garden Villas
- IV. Secretary - Schuyler
 - A. **Motion:** Approve the Agenda of this meeting as amended to move the discussion from Old Business, #1 to the Treasurer's report. Moved by Griffith; Seconded by Cavasher. Motion passed unanimously.
 - B. **Motion:** Approve the Minutes of the March 12, 2019 Board of Directors meeting. Moved by Platika; Seconded by Cavasher. Motion passed unanimously.
- V. Vice President - Cavasher
 - A. Revision of KCCA Resolutions - In Downing's absence, Cavasher discussed overview of recommendations from counsel distributed by Downing in Board handouts. Fuhrman reported advice from counsel to wait to make changes until next Board. Schuyler proposed this Board start putting a process together. Board members agreed to define the process in meetings leading up to election.
- VI. Treasurer - Garner
 - A. Financial Reports for February 2019 were presented by Garner.
 1. **Motion:** Discussion of the prioritization of remaining items on the Reserve Budget postponed until the meeting of April 9, 2019. Moved by Griffith; Seconded by Platika. Motion passed unanimously. Platika requested to enter an accounting of expenses and balance in the Reserve Fund (no date) with the meeting minutes (attached).
 - A. Zezula asked the Board to clarify the purpose of the \$100,000 Reserve CD due to past conflicting information. Schuyler noted that the \$100,000 CD in the Reserve

Fund was created on December 11, 2018 “for the sole purpose of making the annual payment for the pool loan should KCCA be short of funds in the future”. At the board meeting on March 12, 2019 Directors described that CD as “being held for use in emergencies”. Discussion ensued as to whether the Board should create a second fund for emergencies. Zezula noted that KCCA’s compliance with the Aquatic Center loan proposal is met by the total of all CDs owned by KCCA.

VII. Committee Reports

- A. Finance Committee – Garner: No report
- B. House Committee – Downing: No report (absent)
- C. LARC Committee – Cavasher. LARC committee members will be circulating in the community to give residents feedback on yard maintenance issues.
- D. Pool Committee – Fuhrman
 - 1. **Motion:** Accept the bid from Cascade Pools for \$2,034 + shipping to order and install a double rail that replaces a single unsafe rail at the outdoor pool. Project will be paid from the Reserve Fund. This motion replaces the single replacement rail voted on during the Board meeting on February 12, 2019 in which \$550 was to be paid from the Operations budget. Moved by Fuhrman; Seconded by Platika. Motion passed unanimously.
 - 2. Fuhrman provided a list of Aquatic Center work needed and/or future costs. Jeff Halfman, Greens Supervisor, will direct the work being done by Paulson’s. Zezula will keep the Board informed about Paulson’s work and progress. The outdoor pool will also need a new cover before winter 2019.
- E. Greens Committee – Platika
 - 1. **Motion:** Approve payment of \$900 to Pacific Tractor & Implement for a set of Landpride forks, used to unload pool chemical drums out the truck. Moved by Platika; Seconded by Griffith. Motion passed unanimously.
- F. Club & Amenities Committee – Schuyler.
 - 1. Club Registration forms are due in the KCCA office on March 29th. To date, only about ¼ of forms sent to club contacts have been returned.
- G. Hello Neighbors Social Committee – Griffith.
 - a. Griffith announced that members who want to volunteer if an information window/desk is decided on should contact her or Zezula.
- H. Election Committee – Cavasher
 - a. Cavasher will follow up on a suggestion to ask Tigard High’s Key Club members to assist KCCA members during the times online voting will be available in the Clubhouse.
- I. Nominating Committee – Fuhrman: No report

VIII. Board Actions

A. Old Business

1. Proposed Board Code of Conduct – Cavasher. Cavasher reported that KCCA’s attorney advised there are no one size fits all solutions and suggested the Board wait until after the election to discuss it again as now is not the time.
2. Proposed Pool Committee changes to Indoor Pool Rules – Fuhrman. Discussion was tabled until after the Board discusses enforcement of KCCA rules further.

B. New Business – none

IX. Board Director’s Comments

A. Griffith announced the annual Library Open House will take place on April 9th from 10:30 am – 3:30 pm.

X. **Motion:** Adjourn the Board Meeting at 8:02 pm. Moved by Cavasher; Seconded by Platika. Motion passed unanimously.

Valerie Schuyler
Secretary, Board of Directors

APPROVED