

Board of Directors Meeting Agenda

Tuesday, April 9, 2019

6:30 pm, Clubhouse Banquet Room

- I. Call to Order**
- II. Roll Call of Directors**
- III. Open Forum** - there is no open forum at this meeting
- IV. Secretary**
 - a. Approval of Agenda
 - b. Approval of Minutes: 3/26/19 Board of Directors Meeting
- V. President** - no report
- VI. Treasurer** - no report
- VII. Committee Reports** - no report unless indicated
 - a. Finance Committee
 - b. House Committee
 - i. Clubhouse lobby information desk
 - ii. Aquatic Center Knox Box
 - iii. Aquatic Center / Pool List status
 - c. LARC Committee
 - d. Pool Committee
 - e. Greens Committee
 - f. Club & Amenities Committee
 - g. Hello Neighbors Social Committee
 - h. Election Committee
 - i. Election timeline and information
 - i. Nominating Committee

VIII. Board Actions

a. Old Business

- i. Prioritization of items remaining on the Discretionary section of the 2019 Reserve Budget and clarification of \$100,000 Reserve Fund CD purpose - Garner
- ii. Discuss process for Resolution revisions - Schuyler

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, April 9, 2019

6:30 pm, Clubhouse Banquet Room

- I. The meeting was called to order by President Paul Downing at 6:30 p.m.
- II. Roll Call
 - A. Directors: Present - Paul Downing, Rob Cavasher, Steve Garner, Carolyn Griffith, Diana Platika, Valerie Schuyler; Absent - Sandi Fuhrman
 - B. Administrator: Present - Ronnda Zezula
- III. Open Forum - there is no open forum at this meeting
- IV. Secretary
 - A. **Motion:** Approve the minutes of this meeting. Moved by Platika; Seconded by Cavasher. Motion passed unanimously.
 - B. **Motion:** Approve the Minutes of the March 26, 2019 Board of Directors Meeting as amended to move the information in VII.G.a to Board Director's Comments. Moved by Griffith; Seconded by Cavasher. Motion passed unanimously.
- V. President – no report
- VI. Treasurer- no report
- VII. Committee Reports - no report unless shown
 - A. Finance Committee
 1. Garner announced he is seeking new members for the Finance Committee; he will be talking with members suggested by others this week.
 - B. House Committee - Downing
 1. Clubhouse lobby information desk: Fire inspector said a table in the lobby could only be 1' deep by 6' long.
 2. Aquatic Center Knox Box: Downing getting pricing to install a \$300 Knox Box at the Aquatic Center so TVF&R can access the building in emergencies. We are waiting for the Regional Multiple Listing Service to reprogram their software so an outside entity (KCCA) can use a Realtor lockbox.
 3. Aquatic Center / Pool List status
 - a. Downing and the Golf Course Superintendent met with Paulson's regarding the tiled areas needing sealing. Paulson's recommends silicone and is looking at other products also. Paulson's silicone estimate is \$6,000, they will do cleanout work. Mott's \$6,000 estimate was not for silicone, our employees would have to help with cleanout work. Paulson's will dry out walls.
 - b. HVAC: Downing reported the humidity problem is created by the fact that the systems in the two dressing rooms are not compatible with that in the pools room. Observation has shown that when both doors to the family room are closed, the front door does not get as wet. One solution suggested by the HVAC vendor is to install doors from the pool to each dressing room.
 - c. Instant water heaters: The manual for the water heaters said when 3 heaters are installed, a 5" vent pipe is required. The pipe installed is 3" so that is why the heaters are turning off. A picture was taken and sent to Jet.

- d. Downing reported that the building inspector said the benches in the showers are adequate. Downing said one solution to address concerns despite this assurance is to remove the bench in one of the men's showers. The family locker room shower could be used instead. Access to the men's shower is through an outside wall, if the brick is torn out a contractor can go through the exterior wall to reinforce the bench there. A contractor can go through an inside wall to reinforce the bench in the women's shower.
- e. Plumbers are coming on Friday to scope the drains around the building to see if there is a reason water is collecting by the emergency exit. A French drain will also be installed by that exit.
- f. Markings in the lap pool: We would need to install colored tile to separate the lanes and mark approaches to the walls when the pool is empty. Valerie suggested FlexSeal tape which can be applied in water. Downing will ask Cascade Pool about this solution.
- g. Acoustic study: Downing did not know outcome. Someone said the report was that there is nothing that can be done in the pools area to prevent echoing sound. Schuyler said she thought she had heard that the acoustic consultant would recommend some more appropriate speakers.
- h. Outside pool cover: Downing said Cascade Pools has the pool dimensions; we need to order before winter. Jeff Halfman, Golf Course Superintendent, has given Fuhrman a bid for \$3,500.
- i. Halfman will plant some inexpensive bushes along the property line on Fischer Rd to block view into the pools.
- j. The roof tiles that appeared to be lifting had nails at odd angles but were not allowing water in. The nails have been reseated and sealed.
- k. Cascade has ordered the outdoor pool rails. The work will be scheduled when they arrive.
- l. Curb blocks will be repainted when the weather is dry and warmer.
- 4. Platika asked about the status of getting bids for the work in the Pro Shop women's restroom. Downing has some bids and is estimating other work. He now estimates a total cost of \$48,000 due to the toilet plumbing cost of \$20,000. Platika asked that Downing bring a complete project description with bids to next meeting. Garner offered to help compile this if needed. The potential for replacing the existing outdoor shower with an ADA shower was raised.
- C. LARC Committee – Cavasher
 - 1. **Motion:** Accept the Committee's recommendation not to put a camera in the kitchen to discourage unauthorized removal of items/food. Moved by Cavasher; Seconded by Garner. Motion passed unanimously.
- D. Pool Committee (see House Committee report)
- E. Greens Committee – no report
 - 1. Downing commented that the Pro Shop has sold 167 annual golf course passes to date, netting \$56,000. Sales are considerably higher than at the same time last year.
- F. Club & Amenities Committee
- G. Hello Neighbors Social Committee

H. Election Committee - Cavasher

1. Election timeline and information about voting will be widely distributed, including in the May Newsletter.

I. Nominating Committee

1. In Fuhrman's absence, Schuyler said that names of candidates for the Board of Directors will be announced at the Board meeting on April 23rd. Candidates will speak at the Members' Meeting on Tuesday, May 21st.

VIII. Board Actions

A. Old Business

1. Prioritization of items remaining on the Discretionary section of the 2019 Reserve Budget and clarification of \$100,000 Reserve Fund CD purpose – Garner
 - a. Platika requested that Garner compile a spreadsheet prior to the April 23rd Board meeting showing what has already been spent from the Reserve fund, amounts for projects already approved and when funds for approved projects will need to be paid.
2. Discuss process for Resolution revisions – Schuyler
 - a. Schuyler distributed a draft of a process and asked Directors to bring their ideas/changes to the proposal to the Board meeting on April 23 for discussion.
 - b. Schuyler distributed a list of issues generated by she and Fuhrman for Board prioritization and clarification.

B. New Business - none

IX. Board Director's Comments

- A. **Motion:** Approve a reasonable accommodation request to allow a family caretaker and his son to live with a member who is over the age of 55 for four months beyond the 60-day visitation limit, when the son turns 18. Approval is contingent on the member procuring a letter from her doctor documenting her need for accommodation. Moved by Cavasher; Seconded by Downing. Motion passed unanimously.
- B. Griffith read a letter from resident Judy Holmes regarding an email she had received from Nomination Committee chair, Fuhrman. Holmes' letter expressed her perception that she had been unfairly charged with not following rules related to campaigning for a position on the Board of Directors. Griffith did not request that the letter go on the record.

- X. **Motion:** Adjourn the Board meeting at 8:18 p.m. Moved by Platika; Seconded by Downing. Motion passed unanimously.

Valerie Schuyler
Secretary, Board of Directors