

Board of Directors Meeting Agenda

Tuesday, April 23, 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: 4/9/19 Board of Directors Meeting
- V. President**
- VI. Treasurer**
- VII. Committee Reports**
 - a. Finance Committee
 - i. Committee additions
 - 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. Board candidates

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 and priorities 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 23, 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
 - A. Chris Walbridge – Her perceptions of instances in which KCCA members failed to adhere to KCCA governing documents.
- IV. Secretary –
 - A. **Motion:** Approve the agenda of this meeting. Moved by Fuhrman; Seconded by Cavasher. Vote: Downing, Cavasher, Fuhrman, Garner, Griffith, Platika, Schuyler. Motion passed unanimously.
 - B. **Motion:** Approve the minutes of the Board of Directors meeting of April 9, 2019. Moved by Platika; Seconded by Garner. Vote: In favor - Downing, Cavasher, Garner, Schuyler; Opposed - Griffith, Platika; Abstain – Fuhrman (not at 4-9-19 meeting). Motion passed.
 1. Griffith read a letter protesting that the minutes of the last meeting did not fully reflect all of the complaints expressed in Judy Holmes letter read by Griffith at the Board meeting of April 9, 2019. Schuyler asked if Griffith and Holmes wanted their respective letters “on the record” and both handed in copies of same.
- V. President – Downing
 - A. **Motion:** Waive the transfer fee for a member’s purchase of 13065 SW Carmel St. Moved by Downing; seconded by Platika. Motion passed unanimously.
 - B. **Motion:** KCCA will write off \$2,770 due to the foreclosure sale of 12421 SW Prince Albert St. Moved by Downing; Seconded by Garner. Motion passed unanimously.
 - C. Issue: KCCA members cannot claim KCCA common property as their own (e.g. by locking cabinets, storage areas, lockers) without prior approval. The following actions were approved:
 1. **Motion:** 1) When an unapproved lock is used in a common area amenity, a sign will be posted that the lock will be cut off by a specific date unless the owner(s) of the lock notify the KCCA administrator, in writing, of the need for the lock and the need is approved;
 - 2) When a lock is left on a locker in the Aquatic Center for more than 48 hours, a sign will be posted on the locker notifying the lock owner that the lock will be cut off and the contents taken to the KCCA office if the lock and contents are not removed within 48 hours, per the rules signed by the KCCA member upon paying for their Aquatic Center key card;

3) An announcement will be made in the June KCCA Newsletter, “At the end of June, unless you contact the office to claim your space, all locks in KCCA amenity buildings will be cut off. All clubs/committees with locked storage areas must also post the name of the club/committee using the space(s).” Moved by Downing; Seconded by Griffith. Vote: In favor – Downing, Cavasher, Garner, Griffith, Platika, Schuyler; Opposed – Fuhrman. Motion passed.

VI. Treasurer – Garner

- A. Transfer fees for the first three months of 2019 have averaged \$23,565 per month.
- B. Garner reviewed the March, 2019 financials.

VII. Committee Reports

A. Finance Committee - Garner

- 1. **Motion:** Add Jerry Larsen, Mary Delamater, Lis Boccigaluppi and Judy Holmes to the Finance Committee for the duration of the current sitting Board of Directors. Moved by Garner; Seconded by Griffith. Motion passed, though Fuhrman noted she had not been given the opportunity to vote.
- 2. **Motion:** Raise the property insurance deductible from \$1,000 to \$5,000 per claim to save \$1,043 in our annual policy premium. Moved by Platika; Seconded by Griffith. Motion passed unanimously.
- 3. Garner presented a chart titled “2019 Reserve Budget & Cash flow” showing the total in the Reserve Fund at the beginning of 2019 and the amounts committed/expended from the Fund by project\item and the month in which funds were already or would be spent. The chart, developed by committee member Judy Holmes, showed a deficit of \$107,009 at the end of 2019 if all budgeted projects are carried out.

B. House Committee - Downing

- 1. Downing asked the contractor currently remodeling the City Hall of the City of King City for a bid to remodel the Pro Shop Women’s Restroom. The bid should include ADA-compliant toilets and showers, tile floor, wheel chair accessibility and a dressing room (which would require reclaiming part of the Pro Shop storage room).

C. LARC Committee – Cavasher – No report

D. Pool Committee – Fuhrman – No report

E. Greens Committee – Platika – No report

F. Clubs & Amenities Committee – Schuyler

- 1. A new list of current KCCA clubs will be available to members soon.

G. Hello Neighbors Social Committee – Griffith

- 1. Friday Movie Time (Ginny Jones, organizer) and Holiday Potlucks (Jeannie Alexander, organizer) will operate under the umbrella of HNSC.
- 2. A New Residents’ meeting will take place in the Clubhouse on May 5th at 2:00 pm
- 3. Memorial Day Potluck will be held on May 27, 2019.

4. HNSC will provide coffee and pastries as participants/"floats" line up for the 4th of July parade.
- H. Election Committee – Cavasher
1. KCCA members can choose to vote by paper ballot or online. Voting procedures and deadlines are spelled out on the front of the May 2019 KCCA Newsletter.
- I. Nominating Committee - Fuhrman
1. Three vacancies for three-year terms on the KCCA Board of Directors will be filled by the votes of KCCA members. Candidates running for these positions were introduced: Paul Downing, Carolyn Griffith, Helen Harper, Judy Holmes, Laurie Petrie, Jim Trees and Blair Wyatt.
 2. **Motion:** Dissolve the 2019 Nominating Committee. Moved by Fuhrman; Seconded by Platika. Motion passed unanimously.
 3. Board Actions
- VIII. Old Business
1. **Motion:** Table the discussion of prioritization of items remaining on the Discretionary section of the 2019 Reserve Budget and clarification of \$100,000 Reserve Fund CD purpose to the Board meeting of May 14, 2019. Moved by Garner; Seconded by Schuyler. Motion passed unanimously.
 2. **Motion:** Table the discussion of proposed process and priorities for Resolution revisions to the Board meeting of May 14, 2019. Moved by Schuyler; Seconded by Cavasher. Motion passed unanimously.
 3. **Motion:** The Board meeting of May 14, 2019 will be composed of discussions/votes regarding prioritization of items remaining on the Discretionary section of the 2019 Reserve Budget and clarification of \$100,000 Reserve Fund CD purpose; and discussion/vote of proposed process and priorities for Resolution revisions. Moved by Downing; Seconded by Platika. Motion passed unanimously.
- IX. New Business - None
1. Board Director's Comments - None
 2. **Motion:** Adjourn the meeting at 7:55 pm. Moved by Downing; Seconded by Garner. Motion passed unanimously.

Valerie Schuyler
Secretary, Board of Directors