

Board of Directors Meeting Agenda

Tuesday, May 28, 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: 5/14/19 Board of Directors Meeting
- V. President**
- VI. Treasurer**
 - a. April financial reports
 - b. Foreclosure write-offs
- VII. Committee Reports**
 - a. Finance Committee
 - i. CDARS and/or Money Market investments
 - ii. Draft Financial Process
 - b. House Committee
 - c. LARC Committee
 - d. Pool Committee
 - e. Greens Committee
 - f. Club & Amenities Committee
 - i. Proposal for renting KCCA amenities

- g. Hello Neighbors Social Committee
 - i. Sound bar mounting equipment in Lounge
- h. Election 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, May 28, 2019

6:30 p.m., 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, Sandi Fuhrman, Steve Garner, Carolyn Griffith, Diana Platika, Valerie Schuyler
 - B. Administrator: Present - Ronnda Zezula
- III. Open Forum

Larry Mills: Online voting and concern that voting started before the Members' Meeting at which candidates spoke.
- IV. Secretary – Schuyler
 - A. **Motion:** Approve the Agenda of the May 28, 2019 meeting. Moved by Garner; Seconded by Griffith. Motion passed unanimously.
 - B. **Motion:** Approve the Minutes of the May 14, 2019 Board of Directors Meeting as amended to replace the term “plant life” in Pool Committee #3 with the term “possible algae” and in that same report, in #5 replace the second appearance in the vote of the name “Garner” with “Platika”. Moved by Fuhrman; Seconded by Platika. Amended motion passed unanimously.
- V. President – Downing – No report
- VI. Treasurer – Garner
 - A. April financial reports
 1. CPA David Schwindt says KCCA is on track financially.
 2. Refunds of annual assessments to members who moved out of KCCA or passed away are over budget.
 3. Transfer fees in the first four months of 2019 are averaging six sales per month instead of the seven sales per month projected in the 2019 Budget.
- VII. Committee Reports
 - A. Finance Committee - Garner
 1. CDARS and/or Money Market investments
 - a. **Motion:** Rescind Resolution 2012-404 to allow putting KCCA funds in interest-bearing, liquid money market accounts. Vote: In favor – Downing, Cavasher, Garner, Schuyler; Opposed – Fuhrman, Griffith, Platika. Motion passed.
 - b. The Finance Committee suggested keeping the information on “best practices” found in the rescinded Resolution in another document.
 2. Foreclosure write-offs

Motion: KCCA will write off uncollectible foreclosure balances: \$3,367 for 12905 SW King Richard Ave and \$2,770 for 15290 SW Crown Drive #4. Moved by Garner; Seconded by Downing. Motion passed unanimously.

3. Draft Financial Process

Motion: Approve the proposed KCCA Financial Process with the following change in the section “General / Daily or Weekly”, second item, which will now read “Dual signatures are required on all KCCA checks as specified in the governing documents.” (Resolution 2012-403). Moved by Garner; Seconded by Platika. In favor – Downing, Cavasher, Garner, Griffith, Platika, Schuyler; Opposed – Fuhrman. Motion Passed.
- B. House Committee – Downing – No report
- C. LARC – Cavasher. Chair Cavasher expressed appreciation for the work of LARC committee members.
- D. Pool Committee – Fuhrman
 1. Don’t wear rubber-soled shoes in pools area; rubber is appearing in the filters
 2. Lots of hair in filters. Put your hair up.
 3. Stay out of a pool if it is marked off by cones/tape. There are health-related reasons for limiting entry, such as chemical imbalance or unhealthy water.
 4. The outdoor pool is now open for use!
 5. Non-resident owners have transferred their rights to use of KCCA amenities to the person(s) occupying their unit so do not have rights to these amenities (Restated Declaration of CC&Rs, Article VII.Section9.E.). Therefore non-resident owners cannot buy a key to the aquatic center, KCCA buildings, outdoor pool, nor are they considered a “resident-member” for purposes of renting rooms for special events. The one exception is non-resident owners with vacant properties who pay an assessment.
- E. Greens Committee – Platika
 1. Bob Marchant is presenting seminars on golf rules (see Pro Shop bulletin Board).
 2. **Motion:** Reduce green fees for first responders – police, fire department, EMTs – to \$10 for nine holes. Moved by Platika; Seconded by Schuyler. Motion passed unanimously.
- F. Clubs & Amenities Committee – Schuyler
 1. An updated list of clubs is now available in the wall-sorter outside the KCCA office.
 2. **Motion:** Approve the proposal from the Clubs & Amenities Committee that all rooms rented for a special event must be rented by a KCCA resident-member, who is the party responsible for the event. Moved by Schuyler; Seconded by Griffith. Motion passed unanimously.
 3. Committee members continue working on the following for future presentation to the Board for discussion and vote:
 - a. New policies and fees for room rentals for special events
 - b. Host Program concept
 - c. Clubs & Amenities charter

4. The C&A committee will have a new chair in June. Schuyler requested that she remain as a committee member and will present to the Chair information on the unfinished business in #3 and the request that the Clubs & Amenities Committee be formalized as a regular committee of the Board to be approved by the Board of Directors.
- G. Hello Neighbors Social Committee – Griffith
 1. **Motion:** Approve the mounting of sound bar equipment on the television in Lounge. Moved by Griffith; Seconded by Downing. Motion passed unanimously.
- VIII. Board Actions
 - A. Old Business
 1. **Tabled** discussion of “Prioritization of items remaining on the Discretionary section of the 2019 Reserve Budget and clarification of the purpose of the \$100,000 Reserve Fund CD – Garner”
 2. **Motion:** Accept the proposed process for revision of the KCCA governing documents. Moved by Schuyler; Seconded by Griffith. Motion passed unanimously.
 - B. New Business - none
- IX. Board Director’s Comments
 - A. Garner expressed thanks for the services of Board members whose terms are expiring.
- X. **Motion:** Adjourn the meeting at 8:21 p.m. Moved by Downing; Seconded by Garner. Motion passed unanimously.

Valerie Schuyler
Secretary, Board of Directors