

Board of Directors Meeting Agenda - 2nd Revision

Tuesday, June 25, 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: 6/11/19 Board of Directors Meeting & 6/21/19 Emergency Board of Directors Meeting
- V. President**
- VI. Treasurer**
 - a. Financial Reports for May 2019
- VII. Committee Reports – elect Chairs, name initial committee members**
 - a. Finance Committee
 - b. House Committee
 - c. LARC Committee
 - d. Pool Committee
 - e. Greens Committee
 - f. Club & Amenities Committee
 - g. Hello Neighbors Social 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 - Harper
 - ii. Rules of Engagement discussion - Garner
 - iii. Member request to the Board to reduce transfer fee
- b. New Business

IX. Board Director's Comments

- a. Guest: Gretchen Buehner, City of King City Councilor; updates on transportation issues, opening of City Hall/State of City speech by Mayor and fiscal 2020 budget.
- b. Guest: Ronnda Zezula, Administrator
 - i. KCPD request to park in Arts & Crafts lot on 7/3
 - ii. Member offer to tune piano
 - iii. Member request for refund of rental fees
 - iv. Clubhouse parking lot update

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. 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.

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.

Board of Directors Meeting Minutes

Tuesday, June 25, 2019

6:30 pm, Clubhouse Banquet Room

- I. **Call to Order**
meeting called to order by president at 6:30 pm
- II. **Roll Call of Directors**
present: RC, SF, SG, HH, LP, DP, JT. Administator: RZ
- III. **Open Forum**
 - a. **Jerry Larsen:** Would like to see Helen appointed to chair of Finance Committee.
 - b. **Gretchen Beuhner: (Moved from item IXa)** Guest: Gretchen Buehner, City of King City Councilor; updates on transportation issues, opening of City Hall/State of City speech by Mayor and fiscal 2020 budget. Planning to present every quarter. King Richard will be repaved sometime this summer. Under construction for two weeks, curbing not meeting ADA requirements will be addressed as well. 131st continuing work is wrapping up initial work but will begin fixing curbing, Parking, median, etc and will be also ADA compliant.
- IV. **Secretary**
 - a. Approval of Agenda **Motion made, and seconded, to approve the agenda for 6/25/19. Agenda approved.**
 - b. Approval of Minutes: **Motion made and seconded to approve minutes from BoD Meeting 6/11/19 with revisions as read aloud: the board agreed to postpone any spores testing until professional assessment o the cause of standing water is determined and possible drainage solutions are presented to the boad by the pool committee. The Board asked the pool committee to explore options for janitorial services of the pool facilities and the pools and present those findings to the Board when gathered. Motion approved.**
 - c. **Motion made and seconded to approve the minutes of the emergency Boardmeeting by conference call on 6/21/19. Motion approved.**

- V. President. Motion to elect committee chairs with second. Members of committees to be presented at next meeting. Amended to include a time line (rough draft) to present committee charters to the board in the next Board packet to be voted on at the next meeting. Motion passed.**
- VI. Treasurer**
- a. Financial Reports for May 2019. HH presents financials
...**recommendation to separate accounting expenses from legal expenses agreed to be done by accounting**
- VII. Committee Reports – elect Chairs, name initial committee members**
- a. Finance Committee HH
 - b. House Committee LP and DP volunteer DP is elected.
 - c. LARC Committee. RC elected LARC will go over forms
 - d. Pool Committee. SF elected. 1. Report on blood spill and response by pool Marshall’s worked well. 2. Shower controls are not working well. Authorize SF to explore cost effective permanent changes and return to board. 3. Cascade pool suggests drain pool and fix light that keeps coming out. Not a safety issue unless users try to fix light. **Motion to authorize Cascade Pools to repair the light fixture in the large pool at the aquatic center with a cost cap of \$999. Motion approved.** 4. There was a discussion on whether to borrow a lock box from a Realtor until the RMLS lock box arrives. The Realtor pool key card will be profiled to only work during approved Realtor hours. Signage will be purchased by the Pool Committee to guide Realtors through the approved entrance in the pool facility. The Board agreed. 5. The Board approved the Administrator’s offer to look into the cost and viability of placing a virtual tour of the pool facility on the KCCA website, which was also approved by the Pool Committee.
 - e. Greens Committee JT elected. (DP presents report of profits, tournaments, raise of storage fees from \$35 to \$50 per year. To begin january 2020. **Motion to raise rates for storage of clubs from \$35 to**

- \$50 per year. Approved. Motion to replace blower stolen from maintenance vehicle recently up to \$600. Second. Motion approved.**
- f. Club & Amenities Committee LP elected. Valerie S to pass information on to incoming chair LP.
 - g. Hello Neighbors Social Committee. SG. Elected. Parade on July 4, with potluck. Movie time will feature movies and concerts for movie night.

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 - Harper. Discussion to revisit costs of current projects.
 - ii. Rules of Engagement discussion - Garner. Change name to Rules of Etiquette. And rephrase item3...attach to minutes
 - iii. Member request to the Board to reduce transfer fee RC will contact this member and and bring resolution back to board on next meeting
- b. New Business

IX. Board Director's Comments

- a. Moved to Open forum by RC.
- b. Guest: Ronnda Zezula, Administrator
 - i. KCPD request to park in Arts & Crafts lot on 7/3. Police dept will be allowed to park in KCCA parking lot
 - ii. Member offer to tune piano. Tuned partially. **Board authorizes partial tuning.**
 - iii. Member request for refund of rental fees: **board agrees to refund \$100**

iv. Clubhouse parking lot update discussion of changes to parking plan and extra costs as ADA requirements Board will allow delivery

X. Adjournment of Board Meeting. Motion to adjourn, seconded, and approved at 8:29 pm.

Steve Garner
Secretary, KCCA Board of Directors

APPROVED