



Minutes - Board of Directors Meeting

Tuesday, **October 22, 2019**

6:30 pm, Clubhouse Banquet Room

- I. Call to Order** by President Rob Cavasher at 6:32p.m.
- II. Roll Call of Directors**
 - A. Directors: Present -Rob Cavasher, Sandi Fuhrman, Laurie Petrie, Helen Harper, Jim Trees, Blair Wyatt
 - B. Administrator: None
- III. Executive Session**
 - A. **Motion:** Suspend the regular session to go into Executive Session to discuss personnel matters at 6:35pm. Moved by Harper; Seconded by Petrie. Motion passed unanimously.
 - B. Executive Session was adjourned at 6:50pm.
- IV. Open Forum**
 - A. Gretchen Buehner, King City Council update
- V. Secretary**
 - A. **Motion:** Approve the Agenda of the tonight's meeting as presented with the addition of the 2020 Directory under New Business. Moved by Fuhrman; Seconded by Cavasher. Motion passed unanimously.
 - B. **Motion:** To add under Old Business background checks for board members with signing authority for KCCA bank accounts. Moved by Trees; Seconded by Cavasher. Motion passed unanimously.
 - C. **Motion:** Approve the minutes of the October 8, 2019 Board of Directors Meeting. Moved by Fuhrman; Seconded by Petrie. Motion passed unanimously.
- VI. President**
 - A. **Motion:** To accept Claudia Ewers to the Board of Directors. Moved by Trees; Seconded by Cavasher. In Favor – Trees. Opposed – Petrie, Fuhrman, Harper, Wyatt, Cavasher. Motion failed.
 - B. **Motion:** To accept Louie Martinez to the Board of Directors. Moved by Trees; Seconded by Cavasher. In Favor – Trees. Opposed – Petrie, Fuhrman, Harper, Wyatt, Cavasher. Motion failed.
 - C. **Motion:** To accept Larry Mills to the Board of Directors. Moved by Cavasher; Seconded by Harper. In Favor – Fuhrman, Harper, Wyatt, Cavasher, Petrie. Opposed – Trees. Motion passed.
- VII. Treasurer**

- A. Treasurer asked for Board comments of Reserve Budget draft from 10/8/19.

VIII. Committee Reports

A. Finance Committee

- i. September 2019 financials presented to the Board

B. Budget Committee

- i. 2020 proposed Operating Budget draft provided to the Board for review

C. House Committee

- i. Pro Shop locker rooms

Motion: In the absence of an administrator, I move that the Board allow the House Committee to start the planning process for work on the Pro Shop's locker rooms and to then proceed to prepare an RFP for the work. Moved by Petrie; Seconded by Fuhrman. In Favor – Fuhrman, Harper, Wyatt, Cavasher, Petrie, Mills. Abstain vote - Trees. Motion passed.

Resolution 2012-305

"Abstention Votes: An abstention to vote is a refusal to vote, and therefore not a "no vote".

- ii. Roof Inspections – The roofs, gutters and downspouts of our buildings have not been inspected for many years.

Motion: I move that the Board allow the House Committee to solicit bids for the inspection of the roofs, gutters and downspouts of all the KCCA buildings, with the exception of the Aquatic Center . Moved by Petrie; Seconded by Cavasher. Motion passed unanimously.

D. LARC Committee

- i. **Motion:** To remove Theresa Upshaw, Connie Whitmarsh and Rob Cavasher from the LARC Committee. Moved by Cavasher; Seconded by Fuhrman. Motion passed unanimously.
- ii. **Motion:** To add Blair Wyatt, Diana Lantow, Donna McClelland, Linda LaPlante and Thom Bailie to the LARC Committee. Moved by Cavasher; Seconded by Fuhrman. In Favor – Petrie, Fuhrman, Harper, Wyatt, Cavasher, Mills. Opposed – Trees. Motion passed.
- iii. **Motion:** To elect Blair Wyatt as LARC committee chair. Moved by Cavasher; Seconded by Mills. In Favor – Fuhrman, Harper, Wyatt, Cavasher, Mills. Opposed – Petrie, Trees. Motion passed.

E. Pool Committee

- i. Data loggers were installed to monitor humidity. Additional building envelope inspections began last week.
- ii. Water pump replaced by distributor under warranty. No cost incurred.

- iii. One Aquatic Center men's shower controls rendered non-functional – parts ordered.

F. Greens Committee

- i. **Motion:** Approve an increase for cost of annual Golf pass from \$419 to \$450 and Seasonal Golf Pass from \$319 to \$350 for the year 2020. Moved by Trees; Seconded by Mills. Motion passed unanimously.

Note: Mills requested Greens Committee review the results of this change and present the effectiveness of this change to the board after the next golf season for preparation for future decisions.

- ii. Charter – rough draft was submitted for review

G. Clubs & Amenities Committee

- i. **Motion:** I move that the Board approve Judy Leavitt as a member of the Clubs and Amenities Committee. Moved by Petrie; Seconded by Trees. Motion passed unanimously.

H. Hello Neighbors Social Committee

- i. Charter – Trees reported this is a work in process

IX. Board Actions

A. Old Business

Trees requested the board to approve background checks on board members with signing authority for KCCA accounts. Board discussion of a process to be proposed, including confidentiality of information, how information is stored, who has access, what kind of background check (criminal, personal, financial, etc.), how will the information be used, basis for disqualification, does process follow our governing documents, etc.

B. New Business

- i. Newsletter submissions due 2nd Friday of each month. For recurring articles, staff spent a huge amount of time reminding people to get their articles submitted. Due to the extraneous time and associated cost for staff time, the Board agreed one reminder email goes out a week before deadline and then it's responsibility of various committees to make sure deadlines are met.
- ii. 2020 Directory
In preparation for the 2020 directory member information forms will be included in the upcoming newsletter. This year the form only needs to be returned IF any of the information in the 2019 directory needs updated.

On the front page of the upcoming newsletter there will be a reminder to residents to submit member information for the directory.



15245 SW 116th Avenue, King City, OR 97224 ♦ 503.639.6565 phone ♦ 503.639.8815 fax ♦ www.mykcca.com

The Board was asked to review the additional pages included in the current directory and advise if any changes are needed.

The camera club will be submitting photos to be considered by the Board for the cover of the directory. The Board will make a decision on the cover photo at the November 12th board meeting.

X. Board Director's Comments

President reminded members to be courteous and respectful when others are speaking, no shouting and to not to speak unless the President recognizes them and gives them the floor.

XI. Adjournment of Board Meeting

A. **Motion:** Adjourn the Board Meeting at 8:00pm. Moved by Cavasher; Seconded by Fuhrman. Motion passed unanimously.

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.