



15245 SW 116th Avenue, King City, OR 97224 ☐ 503.639.6565 phone ☐ 503.639.8815 fax ☐ [www.mykcca.com](http://www.mykcca.com)

## Board of Directors Meeting Agenda

Tuesday, December 14, 2021

6:30pm, Clubhouse

IMPORTANT: Per state of Oregon guidelines, masks are required in all KCCA buildings. Thank you for your cooperation.

- A. Call to order**
- B. Roll call of directors**
- C. Executive session** – to discuss 3<sup>rd</sup> party contracts and employee issues. (Likely to last approx 30-45 minutes.)
- D. Open forum**
- E. Secretary**
  - a. Approval of Agenda for **12/14/2021** Board of Directors Meeting
  - b. Approval of minutes of **11/16/2021** Board of Directors Meeting
- F. President report**
- G. Treasurer report**
  - a. September/October financials
  - b. Tax/audit update
  - c. Banking update
  - d. Method of assessment payment
  - e. 2021 County Personal Property Tax return and audit
  - f. Change from accrual to modified cash basis
- H. Board actions**
  - a. Old Business
    - i. Level I reserve study
  - b. New Business
    - i. Update approved Budget documents
      - 1. Change Reserve budget to include income and to correct pool loan amount
      - 2. Change Operating budget to correct a miscalculation
    - ii. Transfer fee increase



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iii. Cancel 12/28 BOD meeting?

**I. Committee reports (if time permits)**

- a. Finance
- b. House
- c. Greens
- d. LARC
- e. Pool
- f. Clubs & Amenities
- g. Hello Neighbors
- h. Website

**J. Board director's comments**

**K. Recess board meeting**

Recess until Friday 12/17 at 10am; resume virtually to meet in executive session with attorney to discuss pool litigation and repairs.

**L. Adjourn board meeting**



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## **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 as final.