

## KCCA Board Advisory Committee

January 9, 2023

### Minutes

KCCA Board members present: Jim Minor, Mary Delamater, and Pete Carey.

A community resident also attended.

Board Advisory members present: Benson Meyers, Sandi Fuhrman, Elaine Simms, and Julie Strand.

Mary asked for a clarification on the board advisory committee's (BAC) staffing model suggestion provide to the KCCA board. The committee's proposal is to hire a KCCA administrator and professional management company (MC) to manage the financial reporting. The administrator would function as a key bridge between the KCCA board and the MC and will need to have large HOA experience. In addition, the administrator should have some HR skills and experience. In the future it may be determined to off load the administrator position and these responsibilities would be picked up by the MC. Sandi reminded the group that the BAC was given the charge by the board that KCCA intended to hire a MC.

It's unpredictable how long it might take to effectively recruit/select/hire a talented administrator. It may be worth it to pay a recruiting company to assist in the hiring process. Or KCCA can begin this process by using our internal talent. This will be a board decision.

It was discussed how CAP fits into this plan. It may not be affordable to have CAP perform budgetary functions + an administrator + a MC. The group discussed what might be the best functioning and most affordable model for KCCA. We absolutely need a qualified accounting/finance management capability.

There was discussion about how best to present BAC related information at an upcoming board meeting. It was determined that Sandi will provide an overview of the committee's work and recommendations thus far. Mary emphasized that it will likely result in a formal board motion in order for the BAC's work to progress.

These minutes were recorded by Benson Meyers.