



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

**Board of Directors Meeting Minutes
Tuesday, January 10, 2023
6:30 pm, KCCA Clubhouse and Virtual**

- A. **Call to Order:** at 6:32pm by President Jim Minor
- B. **Roll Call of Directors:** Jim Minor, Bryan Daum, Melanie Sagebear, Mary Delamater, Bill Enyart, Pete Carey, and Faramarz Khozouiee (via Zoom)
- C. **Secretary**
- a. **Motion:** I move the Board to approve the agenda for the 1/10/2023. Moved by Sagebear, seconded by Enyart.
Amended motion: I move the Board amend the agenda to move the Board Advisory Committee (BAC) update item from Old Business to the beginning of Board Actions before New Business. Moved by Minor, seconded by Delamater.
Amended motion passed unanimously.
 - b. **Motion:** I move the Board to approve the minutes of the 12/30/2022 BOD meeting. Moved by Sagebear, seconded by Carey.
Amended motion: I move the Board amend the title of the minutes to clarify that it was a Special Board Meeting. Moved by Sagebear, seconded by Minor.
Amended motion passed unanimously. (Delamater abstained because was absent from a special meeting.)
 - c. **Motion:** I move the Board to approve the minutes of the 12/27/2022 BOD meeting. Moved by Sagebear, seconded by Minor. Motion passed unanimously.
- D. **President Comments:**
- a. The Board will be reviewing all the Committees and club charters to bring them up to date.
- E. **Financial Reports**
- a. **Motion:** I move that the board authorize Treasurer Mary Delamater to sign an engagement letter with Schwindt & Co CPA to prepare the 2023 Personal Property Tax filing for KCCA. Moved by Delamater, seconded by Sagebear. Motion passed unanimously.
- F. **Board Actions**
- a. **BAC update on management services**
Motion: I move the Board to authorize the Board Advisory Committee to develop a recruitment plan for a qualified Administrator and present it to the board for approval. Moved by Daum, seconded by Sagebear. Motion passed unanimously.

G. Old Business:

a. **New website**

Motion: I move that the Board accept the website structure in the wireframe document as presented to the board and authorize Shelly Caldwell of Toolbox 4 Web to set up the new website and populate it based on our existing content. Moved by Delamater, seconded by Sagebear. Motion passed unanimously.

b. **Update bylaws**

Motion: I move the Board to authorize the attorney to research amending Article IV, Section 4 of Restated Bylaws of the King City Civic Association (“Bylaws”) to change the number of Resident-Member signatures for a petition to remove a Director from 100 to 300. Moved by Minor, seconded by Sagebear.

In favor: Minor, Daum, Sagebear, Delamater, Enyart.

Opposed: Carey, Khozouiee

Motion passed 5 to 2.

H. New Business:

a. **4/7 (0.571) to Operating expenses; 3/7 (04.29) to Reserves**

1. White Board explanation.

I. Committee Reports:

LARC:

City of King City Police Pamphlets on PARKING to be issued to persons not in compliance, prior to Police issued tickets.

Clubs and Amenities:

All seems to be going ok .

Finance /Budget:

Working on a system for tracking reserve spending and completion of projects on the approved reserve budget.

Greens:

No report.

Hello Neighbors:

The Board needs to discuss whether we want to make HNSC events open to people outside the community. (Party of Board review of all charters)

Pool:

Pool committee on hiatus for now.

House:

Crown Center broken pipe update.

Motion: I move the Board to authorize PacWest to start the mitigation of the Crown

Center water leak. Moved by Carey, seconded by Minor. Motion passed unanimously

J. Board of Directors Comments:

K. Adjourn the Meeting:

- a. **Motion:** I move the Board to adjourn the meeting. Moved by Enyart, seconded by Daum.

Approved