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## Board of Directors Meeting Minutes

Tuesday, December, 13, 2022 6:30 pm,  
KCCA Clubhouse

A. **Call to Order:** at 5:40 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 telephone.

C. **Executive session:**

**Motion:** I move that we go into executive session to discuss legal matters and contracts. Moved by Mary Delamater, seconded by Bill Enyart. Motion passed unanimously.

D. **Open session resumed** at 6:45 pm.

**Motion:** I move that we authorize President Jim Minor and Secretary Melanie Sagebear to sign HB 2543 (2021) Compliance Certification. Moved by Jim Minor, seconded by Melanie Sagebear. Motion passed unanimously.

E. **Secretary**

a. **Motion:** I move the Board approve the agenda for the 12/27/2022 Board of Directors Meeting. Moved by Melanie Sagebear, seconded by Mary Delamater. Motion passed unanimously.

b. **Motion:** I move the Board approve the minutes of the 12/13/2022 BOD meeting as presented. Moved by Melanie Sagebear, seconded by Mary Delamater.

**Motion:** I move to amend the current motion to add "Hybrid – virtual and in-person" to the 12/13/2022 minutes. Moved by Faramarz Khozouiee, seconded by Melanie Sagebear.

Motion to amend passed unanimously, then amended motion passed unanimously.

F. **President Comments:**

a. Update on website upgrade – we need to approve structure and can adjust content ourselves going forward. Delamater will put together a motion to vote on at next BOD meeting. We can change the content as we go but cannot add to the content changes in the future with the same contract we now have. We have hired a bookkeeper to work with CAP and work on updating our resident records. Angela Gilmore has taken charge of the books part of our operation She is updating the database with verified email addresses and phone numbers. Stop in and say hello and make her feel welcome.

G. **Financial Reports**

a. **Motion:** I move that the board approve the October 2022 financials as presented. Moved by Mary Delamater, seconded by Melanie Sagebear. Motion passed unanimously.

- b. **Motion:** I move that the board approve the October 2022 financials distribution report for posting to the KCCA website. Moved by Mary Delamater, seconded by Melanie Sagebear. Motion passed unanimously.

**H. Old Business:**

a. **Modification to resolutions.**

- i. The Attorney has been working on the governing documents the President Jim Minor and Secretary Melanie Sagebear will be signing the certification this week. The following changes are to the resolutions “to clarify that after an election, the new board isn’t official until it is seated at the first BOD meeting after the election”.

b. **Yes Elections contract renewal**

- i. **Motion:** I move the board approve renewal of the Yes Elections contract for a 3 year period. Moved by Melanie Sagebear, seconded by Bryan Daum.

**Motion:** I move to amend the motion to add ‘beginning in 2023’. Moved by Melanie Sagebear, seconded by Bryan Daum. Amended motion passed unanimously.

**I. New Business:**

**J. Committee Reports:**

- a. **LARC.** Meeting first Tuesday in January (1/3/2023)

- b. **Clubs and Amenities:** Water pipe burst in Crown Center, causing water damage. Crown Center is closed for now – affected clubs can contact the office between 9am and 12 noon to work out alternate venues. We will try to move things around or offer alternative options. Your patience is appreciated.

- c. **Finance / Budget:** Working on a system for tracking reserve spending and completion of projects on the approved reserve budget.

- d. **Greens:** Jeff and the crew are working on cleaning up the golf course after the recent wind storm.

- e. **Hello Neighbors:** Christmas party was a big success! Thank you to Hello Neighbors Social Committee.

- f. **Pool:** Pool committee on hiatus for now, waiting for info re Aquatic Center and outdoor pool. Updates will follow as applicable.

- g. **House:** Jim Minor stepping down as chair of House committee.

**Motion:** I move that Pete Carey is approved as chair of the House committee. Moved by Jim Minor, seconded by Melanie Sagebear. Motion passed unanimously

**K. Board of Directors Comments:**

- a. For the next meeting we will put on the agenda a discussion about board direction to the Board Advisory Committee re: their recommendations for a management company. The next BAC meeting is Monday January 9 at 4pm in the Clubhouse Meeting Room.

- L. **Adjourn the Meeting:** I move the Board to adjourn the meeting at 7:42pm. Moved by Melanie Sagebear, seconded by Bill Enyart.