



**Board of Directors Meeting Minutes  
Tuesday, June 27, 2023  
KCCA Club House 6:30 PM**

**1. President:**

- a) Call to Order at 6:30 PM
- b) Pledge of Allegiance
- c) Roll call of directors: Jim Minor, Michelle Faber, Mike Ceccanti, Melanie Sagebear, Bryan Daum, AJ Simmons – No Show (votes are counted by only board members present)

**2. Secretary:**

- a) Motion: I move the board to approve the agenda for 6/27/2023. Melanie Sagebear moved Michelle Faber Seconded. Passed by directors present.
- b) Motion: I move the board to amend the Emergency Agenda for 6/19/2023. Moved by Melanie Sagebear. Seconded by Mike Ceccanti. Passed by directors present.
- c) Motion: I move the board to approve the amended agenda to read as follows: Remove Open Forum. Remove empty board seat. Moved by Melanie Sagebear, seconded by Jim Minor. Passed by directors present.
- d) Motion: I move the board to approve the minutes of 06/19/2023. Moved by Melanie Sagebear, seconded by Michelle Faber. Passes by directors present.
- e) Motion: I move the board to approve the amended minutes for 06/19/2023. Moved by Melanie Sagebear, seconded by Mike Ceccanti. Passed by directors present.
- f) Motion: I move the board to approve the minutes for 06/13/2023. Moved by Melanie Sagebear, seconded by Michelle Faber. Passed by directors present

**3. President's Comments**

On the matter of what can be discussed in an Executive Session: The following are the only items the board can discuss during an Executive Session.

- Consulting with legal council
- Litigation in which the association is or may become involved in
- Collections of unpaid assessments
- Personnel

**4. Finance Report:**

- a) Motion: Michelle Faber moved the board to approve the May 2023 financials. Seconded by Melanie Sagebear. Passes by directors present
- b) Motion: Michelle Faber moved the board to approve the redacted version of the May financials for publication. Seconded by Jim Minor. Passed by directors present

- c) Motion: Michelle Faber moved the board to approve the KCCA Reserve Expenditures Report for January – April 2023. Seconded by Jim Minor. Passed by directors present.
- d) Motion: Michelle Faber moved the board to approve the KCCA Reserve Expenditures Report for May 2023. Seconded by Melanie Sagebear. Passed by directors present.

**5. Board Actions:**

**a) Old Business**

- i) Motion: Jim Minor moved the board to approve the updating of Resolution 2020-311, in the Rate Sheet. Seconded by Melanie Sagebear. Passes by directors present. ( A note from Rob Williams, an updated resolution will be provided to the membership 30 days prior to the rate changes taking effect.) Passed by directors present

**b) New Business**

- i) Pro Shop mirror in the women’s bathroom. Jeff will get a work order to either mount it or remove it.
- ii) Federally recognized holidays  
Motion: Michelle Faber moved the board to approve June 19<sup>th</sup> as a non-paid holiday. Once the Federal Government makes it a recognized paid holiday, KCCA will as well. Seconded by Mike Ceccanti. Passed by directors present
- iii) Home Depot Card  
Motion: Michelle Faber moved the board to approve a second Home Depot Credit card for volunteers to use when working on projects with the House Committee. Seconded by Melanie Sagebear. Mike Ceccanti moved the board to amend the motion to include a PO, to use the card. Seconded by Michelle Faber. Passed by directors present.
- iv) Land Survey  
Motion: Jim Minor moved the board to approve a land survey for Homeowners vs Golf Course property line for. Motion failed on the floor.  
Motion: Jim Minor moved the board to approve a survey for a house on Queen Victoria for \$1,500. Motion failed on the floor
- v) Attorney board training will be scheduled in July or August.

APPROVED

**6) Committee Reports:**

**LARC –Melanie Sagebear**

**a) Derelict property**

**Motion:** Melanie Sagebear moved the board to approve the market value of \$1,500 for a landscape company to clean up property, to bring into compliance. Seconded by Michelle Faber. Passed by directors present.

**Motion:** Melanie Sagebear moved the board to approve the following residents as LARC

volunteers: Mary Maney, Wendy and Jim Pascal, Steve Glass, Jim Gorman and Sandra Dunbar. Seconded by Michelle Faber. Passed by directors present.

**Motion:** Melanie Sagebear moved to approve Mary Maney as Vice Chair. Seconded by Mike Ceccanti. Passed by directors present

#### **Clubs and Amenities – Melanie Sagebear**

a) Need volunteers

b) Possible room rental fees changing. We will provide an update soon.

**Motion:** Melanie Sagebear moved the board to approve the following volunteers: Linda Brinegar, Mary Delamater, Carol Schultz, Gayle Waiwaiole and Laurie Petrie. Seconded by Jim Minor. Passed by directors present.

#### **Finance and Budget – Michelle Faber**

**Motion:** Michelle Faber moved the board to approve the following volunteers: Gloria Aleksich, Nancy Hardesty, Mike Mathis, and Rob Peters. Jim Minor seconded. Passed by directors present.

**Motion:** Michelle Faber moved the board to approve Gloria Aleksich as Vice Chair. Seconded by Melanie Sagebear. Passed by directors present.

**Motion:** Michelle Faber moved to have the board approve removing the verbiage from the Budget & Finance Charter, requiring the Vice Chair to be a board member. Seconded by Jim Minor. Passed by directors present

#### **Greens – AJ Simmons**

**Motion:** Melanie Sagebear moved to approve the following volunteers and staff for the Greens Committee: Jeff Halfman (Golf Super) Joy Olmstead (Pro Shop Mgr), David Mack, Pete Ranslow (employee) Sue Wihtol and Dorian Brault. Seconded by Jim Minor. Passed by directors present.

#### **Hello Neighbors – Jim Minor**

**Motion:** Jim Minor moved the board to approve the following volunteers: Sherry Smith, Peggy Trees, Rosemary Dutra, Ron Yates, Mary Minor, Peggy Neilson, Pat Rigby, Merrily Nelson, Megan Rutz, Ellaine Simms, Mary Lou Russ, and Terry Johnson. Seconded by Melanie Sagebear. Passed by directors present.

#### **House Committee – Mike Ceccanti**

**Motion:** Mike Ceccanti moved the board to approve the following volunteers: Keith and Chris Walbridge, Don Bourne, Patty O'Toole, Jim Gorman, Megan Rutz and Nancy Daum. Seconded by Jim Minor. Passed by directors present.

- a) Report – July 24<sup>th</sup> the Club House will be closed all day so Perma Treat can clean and seal the entry way tile as well as the hallway, bathrooms and the kitchen.
- b) Crown Center – The painting has been completed on the cabinet, the light is repaired. The painting of the walls has been completed. The carpet sample has been chosen, we

are waiting for the final bid. The window tinting is going to the Budget/Finance Committee next week.

- c) Gazebo Repairs – Were completed by the Subcommittee: Dave Smith, Keith Walbridge and Don Bourne. The seating was repaired.
- d) Club House Sliding Windows – We will be working with Parish to get a bid for replacement.
- e) Banquet Room Design – Don Bourne has drafted the architectural re-design for the banquet rooms.
- f) Pro Shop –Bids are being requested for the men’s and women’s restrooms refurbishment.

**Pool Committee – Bryan Daum**

- a) Bryan presented an update on the dehumidifier repairs to the indoor pool.
- b) Motion: Melanie made the motion for Bryan Daum in his absence. Motion made for the board to approve the following volunteers: Thom Bailey, Marilyn Mason, Sharon Niemcyk, Paula Wenzel, Marsha Leanne, Gordon Sheets and Nancy Daum. Seconded by Jim Minor. Passed by directors present.

**Open Forum:** several residents took part in the open forum.

**Adjourn the meeting –** Melanie Sagebear moved the board to adjourn. Seconded by Mike Ceccanti. Passed by directors present. Time 8:04 PM

APPROVED

Approved

**Motion I:** I move to approve the revised KCCA Reserve Expenditures for 2023 report for Jan thru April 2023.

**Discussion:** The changes made were 1. To identify the bank accounts. 2. Added the word exterior to line 42, 43, 44, 45. 3. Notes to clarify verbiage used in the document at the suggestion of board members.

**Motion II:** I move the board approve the KCCA Reserve Expenditures for 2023 for posting to the website.

**Discussion:** To be posted with monthly financials each month. The following reports will only contain current income and expenditures.

*Mr. President may I now hand out the repost to residents in attendance?*

**Motion III:** I move the board approve the offer of a hearing to Jeff and Donna Edwards regarding KCCA residence compliance.

**Motion IV:** I move the board approve the invoice estimate to bring property into compliance.

**Motion V:** I move the board to accept the revised Budget & Finance Committee charter, changes under membership.

**Discussion:** No other committee charters state that the vice chair must be a Board Director.

**Motion VI:** I move the board to approve Gloria Aleksich and Nancy Hardesty to serve on the committee.

**Motion VII:** I move to approve Gloria Aleksich as vice chair. I will act as secretary for now.

APPROVED