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Board of Directors Meeting Minutes
Tuesday July 11, 2023, KCCA CLUBHOUSE
Regular Session 6:30 pm
Executive Session

APPROVED

CALL TO ORDER:

President:

Jim Minor called the meeting to order at 6:31 pm.

PLEDGE OF ALLEGEANCE: Said

ROLL CALL OF DIRECTORS: Jim Minor, Bryan Daum not (Duncan),
Michelle Faber, Melanie Sagebear, Mike Ceccanti.

Absent: A.J. Simmons

SECRETARY: I move the Board to Approve the Agenda for 07/11/2023. Seconded by Jim Minor

Motion: Mike Ceccanti. Moved the Board to Amend the Agenda to include the following: Seconded by Melanie Sagebear. Passed by directors present.

Amendments: For July 11, 2023 Agenda Board of Directors Meeting

A. CHANGE THE TITLE: OF THE MEETING AND THE AGENDA IN ACCORDENCE WITH BYLAWS ARTICLE V SECTION 1 AND 2.

B. Mike Ceccanti- House Committee ADD The Crown Sidewalk.

C. Mike Ceccanti - ADD Repair of the furnace in the Crown Center.

D. Lyons Club Change to proper spelling Lions Club.

E. Ceramics Room Discussion. [REDACTED]

MINUTES AMENDMENTS AS FOLLOWS:

MOTION:(Lions Club). Jim Minor Moved the Board to Approve the continued use of the Banquet Room free of charge for Lion's Club Bingo, and the continued delivery of King City Newsletter for \$325.00 per month. Seconded by Mike Ceccanti. Passed by directors present.

MOTION: (Lions Club). Michelle Faber Moved the Board to adopt a contract/agreement with the Lion's Club Seconded by Melanie Sagebear. Passed by directors present.

MOTION: (Reception Window Operational Hours) Posting of the new hours of operation prior to Board approval. *This is a Motion that is on the table as of June 27, 2023, HAS BEEN IMPLAMENTED BY AND POSTED BY THE ASSOCIATION ADMINISTRATOR AND THE PRESIDENT. MOTION Tabled JUNE 27, 2023, BY BRYAN DAUM. To complete the process of discussion and voting on a tabled motion, the motion must first be un-tabled. @!(ROBERTS RULES OF ORDER) to take off the table.*

This must be a board decision.

MOTION: (Resolution 2023-401-Pricing on charges for requested copies of documents from the office. Michelle Faber moved the Board to table the Motion to change the Resolution 2023-401 as she has not had the time on the Board to provide background to support any changes and will need to meet with Rob Williams. Seconded by Melanie Sagebear. MOTION Tabled.

MOTION: (Newsletter: Old Keys not working). Melanie Sagebear moved the Board to approve the old keys that are original issue be replaced at Association costs. Seconded by Mike Ceccanti. Passed by directors present.

MOTION: (Budget Meeting Schedule) Michelle Faber moved the Board to approve the tentative Budgeting schedule:
October 24, 2023 will be Board Workshop.
October 27, 2023, ANNUAL MEMBERS MEETING with presentation of the draft Budget.
November 14, 2023 Board Approves the and adopts the 2024 Budget.
December 1, 2023 Budget is Mailed to the Membership.

MOTION: (Bookkeeper Bank Account Read Only-Access) Michelle Faber moved the Board to approve the Bookkeeper Michelle evens to have read only-access to the KCCA NW Bank accounts. Seconded by Mike Ceccanti. Passed by director present.

MOTION: (House Committee) Mike Ceccanti moved the Board to Amend the House Committee Agenda (Board Agenda) to add discussion of the Crown Center sidewalk repair. Seconded by Melanie Sagebear. Passed by director present.

MOTION: (House Committee) Mike Ceccanti moved the Board to Amend the House Committee Agenda (Board Agenda) to add the Approval of the replacement of the Crown Center, Crown Room Furnace.

NOTE: Mike Ceccanti explained that he had received one bid to lift the concrete sidewalk for \$3,156.00 and he is waiting for a second bid to lift the concrete. He also had received 2 bids to remove and replace the concrete sidewalk for \$4,500 and \$5,800. He is checking with King City to see if the corner portion of the sidewalk could be replaced as an ADA ramp issue.

MOTION: Mike Ceccanti moved the Board to approve the replacement of the Crown Center furnace for \$6,950 by our Preferred Vendor Energy Savers Heating and Cooling. Seconded by Jim Minor. Passed by directors present.

NOTE: Mike Ceccanti held a discussion on the approval of \$2,150.00 for re-tinting project for all six windows of the Crown Center. A bid for \$1,850 was reviewed and denied.

- a. Carpet samples for the Crown Center will be reviewed and a decision made shortly.
- b. Gazebo lumber repairs are underway and should be completed soon. Don Bornr, Keith Walbridge, and Don Smith were thanked for their taking on the project.
- c. Clubhouse siding windows architectural plans are under review by the

- committee. Parish Enterprises will bid for the project.
- d. Windows that present a safety hazard will be reviewed for replacement.
 - e. Pro Shop restroom restoration bids are being requested and will be reviewed by the Committee.
 - f. Security Cameras additions are being discussed in the ceramics shop, woodshop, library and outdoor pool. A bid has been requested from Nighthawk.
 - g. Crown Center repair of the concrete sidewalk on King Richard Drive is being reviewed. Bids are being reviewed for either lifting the slab, or removal and replacement of the slab.
 - h. Crown Center HVAC servicing the Crown Room requires service. A discussion was held regarding replacement of the failed blower, or replacement of the entire HVAC unit.

MOTION: Mike Ceccanti moved the Board to approve the replacement of the unit at a cost NTE \$6,900.00. Seconded by Jim Minor. Passed by directors present.

NOTE: Michelle Faber asked why there were no other Committee meeting minutes on the agenda and copied for the Board Packet? Our committees are what give the residents information on what is happening in our community.

MOTION: Melanie Sagebear moved the Board to approve the process to allow more interested Members access to the Ceramics Room and the Woodshop. Seconded by Mike Ceccanti. Passed by directors present.

NOTE: This will take place in the near future.

MOTION: (Adjourn to Executive Session)

a. Personnel matters. Melanie Sagebear moved the Board to go to the Executive Session. Seconded by Jim minor. Passed by directors present. 7:30 pm This was another session pertaining to complaints from personnel and inappropriate.

MOTION: Jim Minor moved the Board to return to the regular session at 8:00 seconded by Mike Ceccanti. Passed by directors present.

NOTE: Rob Williams stated there were no motions or actions to report.

NOTE: ADMINISTRATION MEETING MINUTES.

"The meeting minutes" For June 27, 2023, and June 30, 2023, were reviewed by the Board of Directors, and noted corrections submitted. Items tabled.

NOTE: The Administrator cannot table or submit minutes when the Secretary is available to perform the duty of recording the Meeting Minutes. The Meeting Minutes are a permanent Record and a legal Document. "Authority"

NOTE: BYLAWS ARTICLE VI SECTION 7. Both the Oregon Planned Community Act and the Oregon Condominium Act requires that all records of an association be available for examination at the request of a unit owner. ORS 94.670; ORS 100.480

MOTION: Melanie Sagebear moved the Board to go to Executive Session. Seconded by Jim Minor. Passed by Directors present. Time 7:30 pm.
Rob. Personnel Matters.

RECONVENE TO OPEN SESSION 8:00 pm.

No motions or actions were made during the Executive Session.

MOTION: (HOMEWISEDOCS) Jim Minor moved the Board to approve the contract with www.homewise.com at a cost NTE \$5,000.00. Seconded by Bryan Daum.

Passed by directors present. **NOTE: This service is provided for free.**

ADJOURNMENT: Bryan Daum Moved the Board to Adjourn the meeting. Seconded by Mike Ceccanti. Passed by directors present.

NOTE: IF ANY ITEM WAS LEFT OUT, PLEASE MAKE A NOTE OF IT AND YOU CAN AMEND THE MOTION TO APPROVE AT THE NEXT BOARD MEETING. NOT YET DETERMINED.

APPROVED

Approved