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Board of Directors Meeting Minutes

Monday August 28, 2023

6:30 PM IN THE CLUBHOUSE

NOTE: THE AGENDA SAYS

**KING CITY CIVIC ASSOCIATION
GENERAL SESSION BOARD MEETING**

**NOTE: The Agenda does not state
"Board of Directors Meeting.**

**Our governing documents template
refers to the proper title.**

It has been corrected in the minutes.

APPROVED

Call to Order: 6:35 pm By President Jim Minor.

PLEDGE OF ALLEGEANCE

Roll Call of Directors: Chris Walbridge, Melanie Sagebear, Michelle Faber, Mike Ceccanti, Bryan Daum and Jim Minor: all called are present.

President turned the meeting over the Associations Attorney Chris Tingey.

Resident Mary Maney asked to approach the board and was granted. Ms. Maney presented a petition to the KCCA board of Directors.

AGENDA APPROVAL MOTION: Is missing therefore the Secretary did not motion for the Board to approve the agenda for August 28, 2023.

MOTIONS:

MOTION: Michelle Faber-I move the Board to Amend the August 28, 2023, Agenda to add the Treasurers Reports and Budget/Finance update. Seconded by Bryan Daum. Passed by directors present.

MOTION: Melanie Sagebear- I Move the board to Amend the Agenda to add the Resignation of A.J. Simmons as a director of the Board. Seconded by Michelle Faber. Passed by directors present.

NOTE: The Board has accepted the email resignation from A.J. Simmons, received August 11, 2023.

MOTION: Melanie Sagebear. I Move the Board to Amend the Agenda to show a petition will be presented to the Board: for the removal of James Minor and A.J. Simmons, place under New Business. Seconded by Michelle faber. Passed

APPROVED

MEETING MINUTES:

MOTION: I Move the Board to Approve the Amended Minutes for 07/31/2023. Seconded by Michelle Faber. Passed.

MOTION: I Move the Board to Approve the Amended Minutes for 07/25/2023. Seconded by Mike Ceccanti. Passed.

MOTION: I Move the Board to Approve the Amended Minutes for 07/24/2023. Seconded by Michelle Faber. Passed.

MOTION: I Move the Board to Approve the Amended Minutes for 07/11/2023. Seconded by Chris Walbridge. Passed.

MOTION: I Move the Board to Approve the Amended Minutes for 06/30/2023. Seconded by Mike Ceccanti. Passed.

MOTION: I Move the Board to Approve the Amended Minutes for 06/27/2023. Seconded by Chris Walbridge. Passed.

MOTION: Jim Minor I Move the Board to Amend the Amended Minutes for 06/27/2023.

Removing, The executive session discovery. Seconded by Bryan Daum. Passed by vote of 5 to 1 Melanie Sagebear opposed.

MOTION: I Move the Board to Approve the Amended Minutes 06/23/2023. Seconded by Chris Walbridge. Passed.

MOTION: I Move the Board to Approve the Amended Minutes for 06/19/2023. Seconded by Michelle Faber. Jim Minor MOTION: Moves the Board to Withdraw the minutes as having previously been approved. Bryan Daum seconded. The vote passed 5 to 1. Melanie Sagebear opposed.

FINANCIALS:

Treasurer, Michelle Faber

MOTION: I Move the Board to Approve the June Financials as received. Seconded by Jim Minor. Passed.

MOTION: I Move the Board to Approve the July financials as received. Seconded by Mike Ceccanti. Passed.

MOTION- Michelle Faber Treasure- I Move the Board to Approve the June reserve

report expenditure report. Seconded by Melanie Sagebear. Passed.

MOTION- Michelle Faber Treasurer- I Move the Board to Approve the July reserve expenditure report. Seconded by Jim Minor. Passed.

NOTE: FINANCIALS DO NOT NEED TO BE APPROVED TO POST TO THE WEBSITE.

MOTION: Michelle Faber Treasures- I Move the Board to Approve the transfer of \$15,000.74, from the Reserve account (received from a portion of the settlement on the pool litigation), to the Operating account. Seconded by Melanie Sagebear. Passed.

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MOTION: Michelle Faber Treasurer- I Move the Board to Approve the Transfer Assessment funds \$225,924.22 from the Operating account to the Reserve Account. Seconded by Jim Minor. Passed.

MOTION: Michelle Faber Treasurer- I Move the Board to Approve the cancelation of the fax machine line in the Pro Shop. Seconded by Jim Minor. Passed.

MOTION: Michelle Faber Treasurer- I Move the Board to approve the cancelation of one cell phone not being used. Seconded by Chris Walbridge. Passed.

MOTION: Michelle Faber- I Move the Board to Approve, Gary Moak and Judy Harrison as volunteers for the finance/budget committee. Seconded by Melanie Sagebear. Passed by directors present.

COMMITTEE REPORTS:

House Committee- Mike Ceccanti

The Crown Center cabinets and lockers have all been organized, labeled and are available for clubs to us at this time. Thank you to Megan Ruze for all your help.

Upcoming projects: Window tinting in the Crown Center will begin August 31, 2023, therefore the Crown Center will be closed that day until 5:00pm.

Crown Center carpet will be installed September 12, 2023 and we will close on the 11th to move the furniture and install the carpet on the 12th.

Crown Center sidewalk has been repaired by Concreate Solutions. This is now safe and level. In addition, we had \$300 left over and Concrete Solutions also repaired a section of concrete in the workout room, by lifting it.

MOTION: Mike Ceccanti- I Move the Board to Approve the cost of \$2,850.00 for Parrish to replace the Crown Center exterior furnace door. Seconded by Melanie Sagebear. Passed.

Rob Willams- Association Administrator. Clubhouse Sliding glass doors: We are currently looking at the sliding glass doors, some This replacement of the 5 sliding glass doors, and options on the largest window to either,

- 1. Replace that glass, or**
- 2. Convert that window to a sliding window or**
- 3. Convert that window to a matching sliding glass door. We are awaiting bids and expect to receive them in time to review at the recent 09/26/2023 meeting.**

APPROVED

MOTIONS:

1. Jim Minor moved the board to approve the ratified proposal from Nextech Consultants NTE.\$4.629.00

VOTE:YES: Jim Minor, Bryan Daum, Michelle Faber, Chris Walbridge Mike Ceccanti.

NO: Melanie Sagebear, passed 4 to 1

2. Jim Minor moved the board to approve the ratified proposal for Accounting software from Frontsteps Caliber. VOTE: YES: Jim Minor, Bryan Daum, Michelle Faber, Chris Walbridge, Mike Ceccanti. NO: Melanie Sagebear. Passed 4 to 1.

3. Jim Minor moved the board to approve the proposal from Nextech Consultants for network hardware at a cost NTE. \$8156.00.

VOTE: YES: Jim Minor, Bryan Daum, Michelle Faber, Chris Walbridge, Mike Ceccanti.

No: Melanie Sagebear. Passed 4 to 1

LARC – Melanie Sagebear

LARC Chair or Vice Chair Mary Maney will be doing “ride along “in the Marshalls cart. We will have a schedule for the other volunteers to go with one of us to view properties and deliver courtesy notices. This is to protect us. We are letting residents know we are here to help.

Any Formal Complaints that were turned in to the office for follow-up are now being requested by LARC to be returned to be completed.

Hello Neighbors- Jim Minor

Jim reported that the Hello Neighbors Committee is in the hole. The funds were cut last year, and they have added more functions this year. Jim will request the amount that will be needed to get them through the rest of the year. All agree they do a lot for King City and their functions usually bring in over a hundred people. Jim will bring this back to the Board for approval of additional funds to get them through the events that are planned for this year.

Clubs and Amenities-Melanie Sagebear

Motion: I Move the Board to Approve Chris Walbridge as the official Chair for Clubs

and Amenities and to accept Melanie Sagebear's resignations as the Chair of Clubs and Amenities. Seconded by Mike Ceccanti. Passed.

POOL: No report.

GREENS: No report.

MOTION: Melanie Sagebear- I Move the Board to Amend the Agenda so Chris Tingey may give the report and update on the pool litigation and Melanie Sagebear may give hers. Seconded by Bryan Daum. Passed.

Chris Tingey- Update on ligation.

MOTION: Jim Minor- I Move the Board to accept the email resignation of A.J. Simmons. Seconded by Melanie Sagebear. Passed.

MOTION: Melanie Sagebear- I Move the Board to Amend the Agenda to read a petition to recall A.J. and Jim Minor from the KCCA Board of Directors will be presented. Seconded by Michelle Faber. Passed.

MOTION: Melanie Sagebear-I Move the Board to Amend the Agenda to show a petition was delivered to the Board and accepted. Seconded by Michelle Faber

VOTE: Jim Minor opposed Passed 5 to 1.

MOTION: Melanie Sagebear. I Move the Board to Amend the Agenda to show and Approve the removal of Jim Minor as KCCA Board President. No Second, Motion dies.

HOMEOWNER CORRESPONDENCE:

All complaints will be turned back over to LARC Chair to answer. The Chair will keep the Board apprised of communication with residents also the outcome of the complaint.

Parking Lot issue turned over to House.

THE FOLLOWING ARE MOVED TO EXECUTIVE SESSION:

- a) Authorized Signers
- b) Association Bookkeeping
- c) Vendor Proposals
- d) Pro Shop Commissions
- e) Oregon Video Lottery Waiting List
- f) Personnel Job Title-Office Manager
- g) Personnel Ongoing Education

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h) Personnel Professional Certification Renewal

OPEN FORUM: Residents were given the opportunity to voice their opinion.


MOTION: I Move the Board to acknowledge receipt of the Recall petition for Jim Minor and A.J. Simmons. Seconded by Michelle Faber. **VOTE:** Passed 5 to 1 Jim Minor opposed.

MOTION: Jim Minor- I Move the Board to go to Executive Session, at 8:05 pm
Seconded by Melanie Sagebear. Passed.
Return from executive session 9:59 PM. No motion no action.

ADJOURN MENT: Bryan Daum- I Move the Board to Approve the Adjournment at 10:05 pm. Seconded by Jim Minor. Passed.

The minutes are recorded and drafted for approval by the KCCA Board of Directors.
Secretary,
Melanie Sagebear

Approved

A rectangular stamp with the word "APPROVED" in a bold, sans-serif font, tilted slightly upwards to the right. The stamp has a double-line border.