

**Board of Directors Meeting Minutes
Tuesday January 09, 2024
KCCA CLUBHOUSE
6:30 pm Regular Session
Executive Session
AMENDED 01/26/24**

A. Call to Order: 6:30 pm By President Chris Walbridge

B. Roll Call of Directors, Michelle Faber Treasurer, Melanie Sagebear Secretary, Bryan Daum Vice President, Mike Ceccanti Director, Cherie Gilmore-Forczak Director, Rob Peters, Director, Chris Walbridge President All present. The Administrator, Michelle Lee, was also present.

C. Secretary:

MOTIONS by Melanie Sagebear

- a. **Motion: I move the Board Approve the Agenda for 01 /09/24. Moved by Melanie Sagebear. Seconded by Chris Walbridge.**
- b. **Motion: Melanie Sagebear, I move the Board to Approve the minutes from December 19, 2023, as presented. Seconded by Mike Ceccanti. Motion carried 7/0.**
- c. **Motion: Michelle Faber, I move the board to amend the agenda, to include giving Michelle Lee, administrator signature authority with all 3 banks. Seconded by Melanie Sagebear. Motion carried 7/0.**
- d. **Motion: Michelle Faber, I move the board to amend the agenda, to include giving Michelle Lee, administrator signatory authority and utilize the spending limits for the administrator as set forth in our governing documents to sign invoices, checks, per, Finance 2012-403.**

Motion carried 7/0.

Motion: Melanie Sagebear, I move the Board to amend the agenda, to move the executive Session to the end of the meeting prior to the president's comments and adjournment. Seconded by Chris Walbridge. Motion carried 7/0.

Motion: Melanie Sagebear, I move the board to amend the agenda to include Hello Neighbors to add new volunteers under committees. Seconded by Mike Ceccanti. Motion carried 7/0.

D. President Comments: Presentation from the “King City Lions Club”. Rick Castle President, Mary Thibert Secretary, and Steve Glass liaison for the Lions with KCCA.

Presentation was on the history of over 50 years of service and to present the board with a check of \$1,500 to be used for the new furniture for the living room Clubhouse.

NOTE: During the holiday week the Board worked in the office and took in over \$90,000.00 in assessments.

E. FINANCIAL REPORTS:

Motion: Michelle Faber, I move the board to approve the November 2023 financials, and to post them to the website. Seconded by Chris Walbridge. Motion Carried 7/0.

This report is for the collection of the remaining bad debts, there are 36 total; these are being sent to the attorney for collections.

The final amount to be transferred from operations to the reserves will have to wait until the numbers can be verified.

The replacement pump for the indoor pool was an emergency and due to the ongoing litigation, Jeff was told to go ahead and get it done. The amount was \$1,219.10.

COMMITTEE REPORTS:

Budget/Finance:

- 1. The purchase of a printer/scanner for MJ for use in her office to copy and scan confidential documents was approved by the Treasurer and the President. The actual cost was \$229.99.**
- 2. The Inova woodshop door was approved by budget/finance committee, I now bring it to the board for approval. It is for security and safety reasons.**

Motion: Michelle Faber, I move the board to approve the Inova Door

- for the woodshop. \$2294.93. Seconded by Mike Ceccanti. Motion carried 7/0
3. Report on the Banquet room windows. The Envelope Study was vague, so we are contacting Forensics for a clear understanding. Of not only the cost of the “the Banquet room windows” but for the rest of the report from the envelope study.
 4. No motion to move assessment funds from Operating to Reserve currently, I need to have an exact amount and add the December financials; I should have this by the next meeting.

Clubs and Amenities:

Motion: Cherie Gilmore-Forczak I move the board to approve Debbie Estes for volunteering on the Clubs and Amenities committee. Seconded by Melanie Sagebear. Motion carried 7/0. The next meeting is-February 6, 2024 at 10:00 a.m. Crown Center.

BYOB, we are waiting for a legal ruling from the Associations Attorney. The board is using the Board decision on November 28 ,2023; “if an event sells tickets, you will fill out the form of exemption to have alcohol served”.

We have asked Coffee Clutch to become a club so they can use spaces they have reserved.

Greens:

Rob Peters we are still on hiatus until February.

Hello neighbors:

Motion: Melanie Sagebear, I move the board to approve the following volunteers, Thia Barthe, Jackie Ceccanti, Trace Livingston, Sandra Dunbar, and Karen Dalrymple.

Seconded by Mike Ceccanti. Motion carries 7/0. Next meeting is February 2, 2024, in the multipurpose room 10:00 am.

House Committee:

Mike Ceccanti, our main project is the remodeling of the Clubhouse living room. We are meeting the 10th of January at 10:00am in the Crown Center. We are working to come up with 2 different designs. We hope to

put out a mass email to show the designs and have the community weigh in. The furnishings will be commercial grade as well as “senior grade.” The last item is the sound system, we are getting the zoom and the microphone system working, Rob will be presenting this later.

LARC:

Melanie Sagebear, we are still on hiatus until February 6, 2024, 10:00am in the multipurpose room, in the meeting room at 10:00am.

Pool:

Bryan Daum, we are still on hiatus. Michelle Faber received a call from Neil Pietrock and they are waiting to hear back from Cascade pools to complete the report.

Board Actions:

Old Business:

1. NetVendor is still with the Attorney.
2. Ring central, the board has decided not to go with Ring Central and stay with Zultys and we will review the contract in 17 months. We will be receiving a refund from Zultys for the return of equipment.
3. Alcohol addendum, waiting on legal opinion.
4. IT information. Motion: Rob Peters moved the board to approve Zoom contract for \$690.00 for one year. Seconded by Melanie Sagebear. Motion carried 7/0.
Motion: Rob Peters moved the board to approve the Martel Electronics. It is a multiple Zoom microphone system for \$399.00. Seconded by Mike Ceccanti. Motion carried 7/0. Each will be paid by credit card.

NEW BUSINESS:

“Special Election Recall”

The President, Board and the Association Attorney set the date in accordance with Bylaws, after receiving the petition November 14, 2023. The date is January 12, 2024, in the Clubhouse at 6: 00pm There will be no voting in person. Yes Elections is mailing out the ballots the 12th of January 2024. You will have the choice of voting on the internet, absentee ballot or mailing your ballot back to Yes

Elections. The deadline to vote is January 31, 2024.

MOTION: Melanie Sagebear, I move the Board go to executive session at 7:17 pm Seconded by Chris Walbridge. Motion Carried 7/0.

RECONVENE 7:58pm. President Chris Walbridge read the Bylaws concerning the recall process.

No motions no actions.

ADJOURNMENT:

**Bryan Daum, I move the Board adjourn at 8:02pm
Seconded by Melanie Sagebear. Motion carried 7/2.**

APPROVED