



15245 SW 116th Ave., King City, OR 97224 • (503) 639-6565 • www.mykcca.com

BOARD OF DIRECTORS MEETING MINTUTES

Tuesday, March 12, 2024, KCCA Clubhouse

Regular Session Board Meeting

6:30 pm in the Banquet Room

Call to Order: 6:30 pm, by President Chris Walbridge

Pledge

Roll Call of Directors: President Chris Walbridge, Vice President Bryan Daum, Secretary Cherie Gillmore-Forczak, Treasurer Rob Peters, Director Mike Ceccanti, Director Lono Waiwaiole, absent Mark Ward, along with Administrator Michelle Lee.

Open Forum: A written question was submitted questioning what was going on with the pools. Bryn Daum made it clear that because this issue is in litigation, the BOD may not comment.

President: Chris Walbridge proposed the following amendments to the original March 12th Agenda:

1. Remove lines e., f., g.
2. Add accept/vote Mark Ward's resignation letter from the Board position and Nominating Committee Chair.
3. Add re-appoint /vote Rob Peters as the Greens Committee Chair.
4. Add appoint/vote Cherie Gillmore-Forczak as Nomination Committee Chair.
5. Add appoint/vote Chris Walbridge as LARC Committee Chair.
6. Under Old Business, add Bylaws Article IV.
7. Under New Business, add Approve the timeline for the election.
8. Under Committee Reports add Nominating Committee and Election Committee.

1.Cherie Gillmore-Forczak made a motion to approve the Agenda along with the amendments, seconded by Rob Peters. Approved 6/0.

2. Cherie Gilmore-Forczak made a motion to approve the Minutes from February 13, 2024 (Regular Board Meeting), seconded by Rob Peters. Approved 6/0.
3. Cherie Gilmore-Forczak made a motion to approve the Minutes from February 26, 2024 (Board Special Meeting), seconded by Rob Peters. Approved 6/0.
4. Cherie Gilmore-Forczak made a motion to approve the Minutes from February 27, 2024 (Board Work Session), seconded by Rob Peters. Approved 6/0.
5. Cherie Gilmore-Forczak made a motion to approve the Minutes from March 4, 2024, seconded by Rob Peters. Approved by 6/0.
6. Cherie Gilmore-Forczak made a motion to accept the resignation of Mark Ward from his Board Position and Nominating Committee Chair, seconded by Rob Peters. Discussion was held. Rob Peters made a motion to Table this, seconded by Bryan Daum. Vote 4/2 Approved by Chris Walbridge, Bryan Daum, Mike Ceccanti, and Rob Peters. No votes from Cherie Gilmore-Forczak and Lono Waiwaiole.
7. A motion was made by Mike Ceccanti to approve Cherie Gilmore-Forczak as the Nominating Committee Chair, seconded by Rob Peters. Approved 6/0.
8. A motion was made by Bryan Daum to approve Chris Walbridge as LARC Committee Chair, seconded by Rob Peters. Approved 6/0.

Secretary: no report

Treasurer's Report:

1. Update on the 2022 Tax Filing Penalty. Rob Peters reported that Schwindt has provided an update that indicates that once our appeal is finished, we should not owe \$20,000.
2. Update/ Changes on utility costs in the 2024 budget. CAP is once again separating out the utility costs of the Golf Pro shop.
3. Kaiser Insurance. Approve to renew Kaiser Insurance Plan for the KCCA Employees with the 2024 Alternative Plan KP OR Golf 1500/35. Rob Peters made a motion that we accept this plan, seconded by Bryan Daum. Approved 6/0.

4. Frontsteps Refund. Frontsteps is not returning calls from Rob Peters to ask about a refund. However the contract is now void, saving us \$16,000.
5. 2023 Financial Review update. Our Administrator has provided Schwindt with necessary documents looking for a June 1st approval date.
6. January financials look good.
7. 2024 Assessment Collection update. 44 doors have not paid their assessments. A new mailing will go out including late fees.

President comments: None

Executive Session: moved to end of meeting.

Board Actions: None

Old Business:

Bylaws Article IV. Mike Ceccanti made a motion to Table this, seconded by Bryan Daum. Approved 6/0.

1. Purchase a locking bulletin board to be placed by the Board of Directors' Room/Library. Mike Ceccanti said that we had several bids, ranging from \$140 to \$175. This was presented to the Budget and Finance Committee. Rob Peters made a motion to approve the purchase of a locked bulletin board, seconded by Mike Ceccanti. Approved 6/0.
2. Cherie Gilmore-Forczak made a motion to approve the Election Timeline created by the Election Committee, approved by Rob Peters. Approved 6/0.

Committee Reports:

- a. Budget and Finance: Rob Peters moved to appoint Gloria Aleksich to the Budget and Finance Committee, seconded by Mike Ceccanti. Approved 6/0.
- b. Rob Peters moved to appoint Cindy McCullough to the Budget and Finance Committee, seconded by Chris Walbridge. Approved 6/0.
- c. Rob Peters moved to appoint Nikki Nicholson to the Budget and Finance Committee, seconded by Mike Ceccanti. Approved 6/0.
- d. Rob Peters talked about a new shed for the golf course equipment (dump truck, tractor, et.). The sand supply will be moved to a new location. The Budget and Finance Committee approved an expense of \$32,620, slightly over the line item of \$30,000. Rob Peters made a motion that we purchase this shed, seconded by Cherie Gilmore-Forczak. Approved 6/0.
- e. Rob Peters made a motion that we return to two Board of Directors meetings per month, seconded by Mike Ceccanti. Discussion centered around the need to be able to conduct business involving votes at all meetings through the election season. After we seat a new Board, we can consider going back to one work session and one regular meeting per month. Approved 6/0.

Clubs and Amenities: Cherie Gilmore Forczak reported on several topics from the last meeting on March 5th, 2024,

- a. Making sure that club space is allocated to make it usable for all clubs. The House Committee is working on removing the large cabinet from the Meeting Room.
- b. Interpretation of Resolution 2012-206. It is the consensus of the committee that the word solicitation refers to people wandering through the Clubhouse and the Crown Center trying to sell something to whoever is present. If a group has rented a room to bring together our members to provide information, we see that as OK. They may post on the bulletin board and advertise elsewhere, but we will not eblast their poster or information.
- c. The Chair will talk with Administrator to help clarify their authority to go outside the room rental procedure and allow third parties to use our room for events. Th C&A Committee needs notification of such events.

- d. We discussed who is responsible for making sure that members who want to have alcohol at their events have submitted the proper paperwork before the event. The C&A Chair will meet with the Administrator.

Greens: The committee will meet this week while waiting the appointment of a Committee Chair.

Hello Neighbors: Keep checking the Newsletter for events. Many things are going on. March 17th is Shamrock Soup Sunday. April 27th, 7:00 – 9:00pm, comedian Randy Riggles will perform at the Clubhouse. Tickets are on sale now at the Clubhouse.

House:

- a. Mike Ceccanti mentioned that at the last open forum someone questioned the King City political ad that appeared in our Newsletter. The publisher seeks paid ads. We do have time to preview.
- b. Meeting Room valances and blinds will be removed and taken to Value Village and new blinds will be installed.
- c. Living Room bids are coming in for paint, carpeting and furniture. We will still receiving help with design concepts and be able to see fabric swatches.
- d. Bids for the banquet room and office windows are coming in. We have \$25,000 budgeted, projected cost is \$27,000.
- e. Pro shop restrooms will be discussed at the next Budget and Finance meeting. Bids are coming in for repairing walls and floors.
- f. New First Aid kits are available in the kitchens at the Clubhouse and the Crown Center.

LARC: Chris Walbridge will attend the next meeting. Mary Manning has been working hard for our community. This committee is looking for new members.

Pool: The Pool Committee will begin to meet again this month. Bryan Daum would like some additional information after reading the Bradford Engineering Report.

Nominating Committee: Nomination information packets are available in the Office. Applicants for the open Board Positions will be interviewed by the

committee. The deadline for applying and having your name appear on the ballot is April 1st.

Election Committee: The Election Committee has completed the timeline for the upcoming election. They are coordinating with YesElections. The April and May Newsletters will contain voting information.

Executive Session: Rob Peters made a motion for the BOD to move into Executive Session, seconded by Mike Ceccanti. Approved 6/0 at 8pm.

Adjournment: Bryan Daum made a motion to adjourn at 9pm, seconded by Rob Peters. Approved 6/0.

APPROVED