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## **BOARD OF DIRECTORS MEETING MINUTES**

**TUESDAY, NOVEMBER 12, 2024**

**6:30 PM, KCCA CLUBHOUSE BANQUET ROOM**

**CALL TO ORDER:** Vice President Bryan Daum called the meeting to order at 6:35pm.

**ROLL CALL:** skipped, same as Work Session held at 5:30 pm November 12, 2024

**OPEN FORUM:** Most questions related to the 2025 Budget; what information did the BOD have to approve the Budget? Both Yvette Curiel and Rob Peters assured the members that the Budget and Finance Committee had all necessary information and were experienced with budgets.

### **VICE PRESIDENT:**

- a. Approve the Agenda of November 12, 2024. Rob Peters made a motion to approve the Agenda, seconded by Cindi McCollough. Approved 6/0.
- b. Approve the Minutes of October 8, 2024. Rob Peters made a motion to approve the Minutes, seconded by Cherie Gilmore-Forczak. Approved 6/0.
- c. Approve the Special Board Meeting Minutes of October 16, 2024. Rob Peters made a motion to approve the Minutes, seconded by Cherie Gilmore-Forczak. Approved 6/0.
- d. Approve the Special Board Meeting Minutes of October 22, 2024. Rob Peters made a motion to approve the Minutes, seconded by Cherie Gilmore-Forczak. Approved 6/0.

- e. Aquatic Center Repair Project Update. Rob Peters read the eblast that was sent out on November 4<sup>th</sup>, 2024, to the community. It is attached to the minutes.

### **OLD BUSINESS:**

- a. Article IV of the Bylaws. This was discussed in the Work Session and the BOD decided to get legal advice/direction on any changes that may be made.

**SECRETARY:** no report

### **TREASURER REPORT:**

- a. 2025 Reserve Study. Rob Peters reported that the Budget & finance Committee spent several months cleaning up the Reserve Study. They looked 8 to 10 years ahead. It was a thorough review and went through 3 to 4 drafts to get to the final version. Rob Peters made a motion that we accept the 2025 Reserve Study, seconded by Cherie Gilmore-Forczak. Approved 5/1. Mark Ward was the no vote.
- b. Mature \$20,000 CD. Rob Peters said we have a CD that matures in the middle of December. The money came from pool settlement payouts. Budget and Finance discussed this and thought the \$20,000 (plus \$3,000 interest) could be used to pay down the pool loan. Rob Peters made a motion to approve maturing this CD and applying it to the pool loan Principal Amount (\$20,000 plus \$3,000 interest). Initially there was not a second. Lono Waiwaiole wanted to hear a discussion so Rob Peters repeated the above motion and Lono Waiwaiole seconded the motion. In discussion there were those who thought the money should go into the pool renovation funds. The motion failed. Yes - Bryan Daum and Rob Peters. No – Cherie Gilmore-Forczak, Cindi McCollough and Mark Ward. Abstained – Lono Waiwaiole.
- c. Tax Return. Both the Federal and State tax returns have been filed in a timely fashion.

- d. 2023 Reserve Study. Schwindt did an extensive review of our 2023 financials as reported by CAP. The goal is to have this completed each year by the end of June. Rob Peters made a motion for the BOD to approve signing a 3 year contract with both Schwindt & Co. and CAP to continue doing the KCCA Financial Review (at a cost of \$14,000 - \$16,000), seconded by Cindi McCollough. Approved 6/0.
- e. Transfer fees. We have exceeded our goal of \$466,00 for the year in transfer fees for the sale of homes. We are currently at \$469,538.
- f. We received bids for drywall, texturing and painting of the soffits in the Banquet Room. The Budget and Finance Committee recommended that we accept the bid from Bridgetown. Rob Peters made a motion that we accept this bid from Bridgetown Construction for drywall, texturing and painting for the Banquet Room soffits for \$6,375, seconded by Cindi McCollough. Approved 6/0.
- g. Office Painting. Bids were received to paint the Administrative Office. Budget and Finance recommends Certa Pro Painters (they did our Living Room). Rob Peters made a motion to approve the bid from Certa Pro to paint the office for \$3,875, to be paid in 2025, seconded by Cindi McCollough. Approved 6/0.

**NEW BUSINESS:**

None

**COMMITTEE REPORTS:**

Budget and Finance: Rob Peters and Michelle Lee met with CAP , our accounting firm, to work out the details of a 3 year contract.

Clubs & Amenities: Lono Waiwaiole reported that the Committee had discussed the topic of memorial services being held in our facilities. They concluded that it is important that the person who reserves the room needs to be a resident of KCCA.

Greens: Mark Ward reported that this committee is on hiatus.

Hello Neighbors: Cherie Gilmore-Forczak reported that the night with the magician was a great success, with about 120 people attending. Movie Day continues to be very popular. First Sunday continues. There is nothing planned for November, but in December there will be traveling carolers and treats at the Clubhouse and on New Year's Eve there will be a dinner dance.

House: Keith Walbridge reported that a new sink counter will be installed in the Pro Shop women's restroom. Mural decals are going to be installed on the main doors at the Pro Shop. The Shuffleboard building will be examined for safety issues. An electrical engineer will be the first person to check for safety, in 2025.

LARC: Cindi McCollough reported that many Project signs are in place around the community. More signs are being ordered. They are working on revising the repair, complaint and compliance forms. They are moving to one meeting per month for now. They continue to look at the sidewalk and curb repair issues.

Pool: Bryan Daum reported that the Committee is on hiatus until spring.

**Adjournment:** Cherie Gilmore-Forczak moved to adjourn the meeting at 7:45pm, seconded by Cindi McCollough. Approved 6/0.