



BOARD OF DIRECTORS MEETING MINUTES

TUESDAY, FEBRUARY 11, 2025

6:30 PM , KCCA CLUBHOUSE BANQUET ROOM

CALL TO ORDER: Vice President Bryan Daum called the meeting to order at 6:30 pm.

ROLL CALL OF DIRECTORS: Vice President Bryan Daum, Secretary Cherie Gilmore-Forczak, Treasurer Rob Peters, Directors Lono Waiwaiole and Cindi McCollough and Mark Ward were present, along with our Administrator Yvette Curiel and Administrator Consultant Michelle Lee. President Mike Ceccanti was absent.

OPEN FORUM:

Repair issues needed in the Shuffleboard Building were presented in a handout chart. They have been working with the House Committee. The Office and Jeff Halfman are also looking at areas of concern and some repairs have been made already. More money will need to be found for the Reserves budget for this building.

The Newsletter was brought up. There were questions about political articles and if they should be included. Nancy Hays suggested the Newsletter should contain more articles written by Board members, letting the community know what is going on.

Dan Harris, host for the King City Concerned Republicans, a KCCA club, raised his concerns about KCCA's policy regarding room rental to political groups. He did not understand how one group was allowed, but his group was denied. The policy is under review by the BOD.

Agenda Amendments

Secretary Cherie Gilmore-Forczak made a motion to add the following items to the agenda:

Under Old Business –

- a .Political articles and meetings
- b. Lawn bowling

Under Secretary – Aquatic Center

Under Treasurer's Report –

- a. Pool Loan
- b. 2025 Assessment update
- c. Kaiser Health Insurance Renewal
- d. Mature US Bank CD

- e. 2025 Reserve Funds Transfer

Seconded by Rob Peters, Approved 6/0.

PRESEDENT

- a. Approve the Agenda of February 11, 2025. Cherie Gilmore-Forczak made a motion to approve this Agenda, seconded by Rob Peters. Approved 5/1 with Mark Ward voting no.
- b. Approve the Work Session Meeting Minutes of January 14th, 2025. Cherie Gilmore-Forczak made a motion to approve the minutes, seconded by Rob Peters. Approved 6/0.
- c. Approve the Board Meeting Minutes of January 14th, 2025. Cherie Gilmore-Forczak made a motion to approve the minutes, seconded by Rob Peters. Approved 6/0.
- d. Approve the Special Board Meeting Minutes of January 31st, 2025. Cherie Gilmore-Forczak made a motion to approve the minutes, seconded by Rob Peters. Approved 5/1, with Mark Ward voting no.

OLD BUSINESS:

- a. Political articles and meetings. Cherie Gilmore-Forczak made a motion that no political articles be published in our KCCA Newsletter and no political gatherings be held in KCCA facilities, seconded by Cindi McCollough. Voting yes were Cherie Gilmore-Forczak, Cindi McCollough and Bryan Daum. Voting no were Mark Ward, Lono Waiwaiole and Rob Peters. With a tie vote, the motion was not approved.
- b. Lawn Bowling. Cherie Gilmore-Forczak made a motion to make lawn bowling a private amenity, seconded by Rob Peters. Approved 5/1, with Mark Ward voting no.

Lono Waiwaiole made a motion that no political opinion articles be included in the KCCA Newsletter, seconded by Rob Peters. Approved 5/1 with Mark Ward voting no.

SECRETARY

Aquatic Center Report. Cherie Gilmore-Forczak reported that J.H.Kelly will begin staging in the Crown Center parking lot on February 17th. The process of installing the new dehumidifier will take about 2 weeks. Also, we now have four bids to make the repairs needed in the dressing rooms. The Aquatic Center Repair liaisons will meet with our point person from Forensic to go over the bids. They will then set up a time for the BOD to meet in Executive Session to hear presentations from the contractors and then choose the company we will work with. We hope to have this meeting in the next two weeks.

TREASURER'S REPORT

- a. Approve 2023 Financial Report. Rob Peters made a motion to approve the 2023 Financial Report, seconded by Cherie Gilmore-Forczak. Approved 6/0.
- b. Approve the December 2024 Financials. Rob Peters made a motion to approve the December 2024 Financials, seconded by Cindi McCollough. Approved 6/0.
- c. Pool Loan Payment. Records show that in September 2019 KCCA opted out of automatic re-amortizations. Because of this our annual payment does not reflect the extra money we have paid to lower the principal. Rob Peters made a motion to start the automatic re-amortization of the loan with NW Bank and to grant the Board President, Mike Ceccanti, and the Board Treasurer, Rob Peters, loan signing authority, with only these two signatures needed, seconded by Cherie Gilmore-Forczak. Approved 5/1 with Mark Ward voting no.
- d. 2025 Assessment Update. The majority of residents have paid their assessment. Late notices with late fees have been sent out. Less than 10% of the fees are late, which is typical.
- e. 2025 Reserve Funds Transfer. Reserve assessments for 2025 have been transferred from the Operating Account to the Reserve Account. GAAP (General Accepted Accounting Principals) rules require that the full amount be transferred at once and they have completed the transfer.
- f. Kaiser Health Insurance Renewal. Rob Peters made a motion to approve the renewal of the Kaiser Health Insurance Plan, seconded by Cherie Gilmore-Forczak. Approved 6/0.
- g. US Bank CD. We have a \$50,000 CD maturing. Rob Peters made a motion to mature the CD and apply the total amount, including interest, to the principal balance on the pool loan (\$52,041.42), seconded by Cherie Gilmore-Forczak. Approved 5/1 with Mark Ward voting no.

NEW BUSINESS:

Nothing

COMMITTEE REPORTS:

- Budget and Finance. Savatree, a preferred vendor, has been hired to provide an aerial view of all trees on the golf course and other KCCA areas. This will allow for maintenance planning during the life of the tree. Schwindt's contract has been renewed.
- Clubs and Amenities. This committee will look into a plan for the use of our bowling green. The King City plan to hold a 4th of July parade was discussed. Cherie Gilmore-Forczak made a motion to have KCCA accept King City's parade join theirs, with a continuation of our hot dog lunch after the parade, seconded by Lono Waiwaiole. Approved 6/0.
- Greens. Still on hiatus.

- Hello Neighbors. Hello Neighbors has taken over the Monthly Musical. This activity is running smoothly. Val-o-grams will go out shortly . A proposal was made by a resident that we have an arts and craft fair with items made strictly by KCCA residents. Items can be for display or for sale. The committee liked the idea and agreed to hold this in conjunction with the Hello Neighbors August event.
- House. The House Committee has looked at the Shuffleboard building to review all the projected repair needs. Electrical was addressed this past year. The foundation is being looked at. As money is found for repairs, the committee will move forward.
- LARC. PGE will look at exposed wires at one of our community's streetlights. Newly revised forms for projects and complaints are available. There may be grants available for our community to use for repairs.
- Pool. The committee is on hiatus.
- Nomination. We are still looking for community members who would like to serve their community by becoming a BOD member.
- Elections. LonoWaiwaiole made a motion to approve the appointment of Gayle Waiwaiole, Peggy Trees and Meagan Rutz to the Election Committee, seconded by Rob Peters. Approved 6/0. There was discussion of the timeline for the election, with no final decision.

VICE PRESIDENT COMMENTS:

None

EXECUTIVE SESSION:

None

ADJOURNMENT: Cherie Gilmore-Forczak made a motion to adjourn at 8:14, seconded by Rob Peters. Approved 6/0.