

Approved Minutes
KALA POINT OWNERS' ASSOCIATION
REGULAR BOARD MEETING
TUESDAY, APRIL 11, 2017 @ 1:00 pm
Kala Point Clubhouse
(These minutes have been approved.)

Call Regular Board Meeting to Order:

President Glantz called the Regular Board Meeting to order at 1:00 pm and announced that this meeting is being recorded and reviewed meeting rules of conduct.

Board members in attendance: Dale Glantz, David Miller, Doug Leeds, Caroline McNulty, Jeffrey Hartman, Joe Englander, Pat Miles and Michael Machette. Also in attendance: John Oliveira; CFO, Keith Larson; General Manager, Daniella Brockmeier; Administrative Assistant and 15 KPOA Members.

Board members not in attendance:

Don Eppley

President Glantz establish quorum:

Known absences: None

Announcements, Changes and/or Additions to the Agenda:

Call for Member Comments: None

Approval of Minutes:

Moved to approve the February 14, 2017 Special Board Working Session for Tree Committee APPs as amended

Pat Miles moved to approve the February 14, 2017 Special Board Working Session for Tree Committee APPs as amended

Caroline McNulty seconded

Show of hands was unanimous to approve the February 14, 2017 Special Board Working Session for Tree Committee APPs as amended Res. 17-04-01

Moved to approve the March 14, 2017 Regular Board Meeting Minutes as amended

Caroline McNulty Moved to approve the March 14, 2017 Regular Board Meeting Minutes as amended

Michael Machette seconded

Show of hands was unanimous to approve March 14, 2017 Regular Board Meeting Minutes as amended

Res. 17-04-02

Email/Telephone votes since last meeting: None

Inquiries and Correspondents:

July 2016 –	D. Glantz
August 2016 –	D. Leeds
September 2016 –	P. Miles
October 2016 –	D. Eppley
November 2016 –	M. Machette
December 2016 –	D. Miller
January 2017 –	D. Glantz
February 2017 –	J. Hartman
March 2017 –	D. Miller
<u>April 2017 –</u>	<u>C. McNulty</u>
May 2017 –	D. Leeds
June 2017 –	M. Machette
July 2017 –	P. Miles

Pending Correspondence:

Email from owner to D. Glantz regarding Kala Point theft in Port Townsend Leader

- ❖ Email response to owner sent by D. Glantz, President, on 3/15/17

Phone call from owner to D. Glantz expressing opposition to Board decisions regarding Kala Pointer mailings and the purchase of the new TV in clubhouse

- ❖ D. Glantz, President, responded by discussing concerns by phone on 3/14/17

Email from owner expressing gratitude for sending Kala Pointer via email, thanks for message about scams, phishing, and other nefarious deeds, and the idea of doing a 101 Class or FAQ document regarding email/internet scams for those that are a bit less tech savvy

- ❖ Email response to owner sent to D. Glantz, President, on 3/31/17

General Manager's Report:

Administration Office

Storage Lot/Small Boat Storage Invoices will go out May 1, 2017

Clubhouse

Pool is Open

Finance

Motion to approve Camera / DVR System

Dale Glantz moved to approve Double D Electric to install new Camera/DVR systems at the Gatehouse and Clubhouse Facility for an expense not to exceed \$6,500. Monies to be expensed from the Reserve Fund.

Install the following at the Gatehouse

1. 1-8Ch HD Digital DVR recorder 2MP, 2TB Drive and Smart Media Capability
2. 1-Interior Dome Camera
3. 2-Outdoor Wide angle Cameras
4. 2-License Plate 5-50mm Exterior HD Digital Low Light Cameras
5. 2-license Plate Power Supplies
6. 1-12VDC 9 Channel Power Supply

Install the Following at the Clubhouse:

1. 1-8Ch HD Digital DVR recorder 2MP, 2TB Drive and Smart Media Capability
2. 2-Interior HD Digital Dome Cameras
3. 3-Outdoor Wide Angle Digital Cameras
4. 1-12VDC 9 channel Camera Supply

Caroline McNulty seconded

Show of hands was unanimous to approve Camera / DVR System Res. 17-04-03

Motion to approve Reserve Transfer

Dale Glantz moved to approve the short-term loan of \$16,000 from the Reserve Fund by the Operating Account to cover the expense of the tax obligation from the 2016 Verizon Signing Bonus of 51k. The Reserve fund shall be paid back with interest at a rate of 1.55% per annum in January 2018.

<u>Loan</u>	<u>% Rate</u>	<u>Per Annum / 12</u>									
16,000	1.55%	0.1291667%									
			<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>
			\$16,020.67	\$16,041.36	\$16,062.08	\$16,082.83	\$16,103.60	\$16,124.40	\$16,145.23	\$16,166.08	\$16,186.96

Pat Miles seconded

Show of hands was unanimous to approve reserve transfer Res. 17-04-04

Motion to file liens

Caroline McNulty moved to authorize the Chief Financial Officer to file a lien on the following properties for failure to pay the Kala Point Owners' Association 2017 Annual Assessment of \$201: Timeshare Segment -16D & 28G

Michael Machette seconded

Show of hands was unanimous to approve to file liens Res. 17-04-05

Motion to suspend privileges

Doug Leeds moved to authorize the General Manager to suspend the use of the common areas for the following unit(s) for failure to pay the 2017 assessment(s): Timeshare segments: 16D & 28G effective upon written notification to the member(s) for twelve months or until the assessments are paid in full.

Caroline McNulty seconded

Show of hands was unanimous to approve to suspend privileges Res. 17-04-06

2017 Assessment Collections Report

LHC - \$392,886 – (557 Units – 99.3%)

Timeshare - \$91,053 – (453 Units – 99.3%)

Reserve Assessment Money Transfer - \$100,000

2017 Reserve Projects

- Cedarview Drive Paving Project – **In Progress**
- Annual Road Maintenance
- Pool Heating System - **Complete**
- Clubhouse/Gate Surveillance System – **In Progress**
- New Riding Mower – **Complete**
- Storage Lot A Fencing Project

Grounds Maintenance

Floats will be delayed from putting in the water until May.

Personnel

Shane Trammell Celebrated his Four-Year Anniversary on March 23.
Please Welcome Jarrett Smith as the new Seasonal Clubhouse Employee

Unfinished Business:

- ❖ Update on clubhouse/gate surveillance systems

Personnel Committee's request to add a new member

Dale Glantz moved to approve David Eekhoff as a member of the Personnel Committee

Jeffrey Hartman seconded

Show of hands was unanimous to approve David Eekhoff as a member of the Personnel Committee Res. 17-04-07

Discuss potential action on updated Tree Committee APP XII-3 - Vegetation Control Request/Approval

Pat Miles moved to approve APP XII-3 - Vegetation Control Request/Approval Form

Joe Englander seconded

Show of hands was unanimous to approve APP XII-3 - Vegetation Control Request/Approval Form Res. 17-04-08

New Business:

- ❖ Architectural Committee/APP Working Group request for guidance or input from Board on APP rewrite review/action process
- ❖ Need to adjust one Board Member Committee assignment due to conflict with running for the Board and serving on the Elections Committee at the same time
- ❖ Rules and Regs. Update

The Finance Committee recommends a Motion to Approve Maria Mendes as a New Member of the Committee.

Dale Glantz moved to approve Maria Mendes as a New Member of the Committee.

Michael Machette seconded

Show of hands was unanimous to approve to Maria Mendes as a New Member of the Committee. Res. 17-04-09

Committee Reports:

Architectural –	<u>M. Machette</u>	(Liaison)	<u>C. McNulty</u>	(Representative)
BMAC –	<u>D. Leeds</u>	(Liaison)	<u>M. Machette</u>	(Representative)
Communications –	Inactive			
Elections –	<u>J. Hartman</u>	(Liaison)	<u>D. Glantz</u>	(Representative)
EPC –	<u>J. Hartman</u>	(Liaison)	<u>M. Machette</u>	(Representative)
Finance –	<u>D. Eppley</u>	(Liaison)	<u>D. Miller</u>	(Representative)
Grounds –	Inactive			
Internal Control –	<u>D. Leeds</u>	(Liaison)	<u>P. Miles</u>	(Representative)
Personnel –	<u>D. Glantz</u>	(President)	<u>D. Miller (VP)</u>	<u>J. Oliveira (CFO)</u>
Publications –	<u>D. Leeds</u>	(Liaison)	<u>J. Englander</u>	(Representative)
Social Plus –	<u>P. Miles</u>	(Liaison)	<u>J. Hartman</u>	(Representative)
Tree –	<u>P. Miles</u>	(Liaison)	<u>J. Englander</u>	(Representative)

Board Goals:

1. Clarification and revision of Architectural Committee APPs to include specifications regarding roofing materials - Ongoing
2. Complete the revision and update of the Tree Committee APPs - Complete
3. Successful implementation of the Elections process to a third party provider - Complete
4. Ongoing financial management of current reserves and operating accounts - Ongoing

Articles needed for the Next Kala Pointer (due the 19th of the month):

- President's Message

Coming Events:

April 20 - KPOA sponsored Shredder Day event

April 25-Jefferson County Sherriff's meeting, 7-9 pm, Clubhouse Main Room

April 29-30 Art & Photography Show

May 9 - Meet the Candidates, 12-1 pm, Clubhouse Fireside Room

June 3- Community Yard Sale 9:00 am - 3:00 pm

July 22- EPC Picnic at the Clubhouse 10:00 am-5:00 pm

Member Comments Related to Meeting: None

Board Comments Related to Meeting: None

Next Board Meeting: Tuesday, May 9, 2017 at the Clubhouse, 1:00pm

Adjourn Regular Board Meeting:

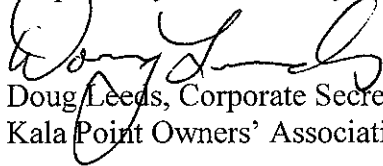
Jeffrey Hartman moved to adjourn the April 11, 2017 Regular Board Meeting at 2:46 pm.

Michael Machette seconded

Show of hands was unanimous to adjourn the April 11, 2017 Regular Board Meeting at 2:46 pm. Res. 17-04-10

Prepared by,
Daniella Brockmeier, Administrative Assistant

Respectfully Submitted by,



Doug Leeds, Corporate Secretary
Kala Point Owners' Association

KPOA Board Meeting Sign-in Sheet

Date: April 11, 2017

Please Print Name(s)	Lot/Unit #	Total # in your party
N. Machette	286	1
K. Titus	164	1
Dick Schulte	275	2
Libby Nordlund	11	1
M & D Brenner	195	2
Nanyleeds	297	1
Linda Lemanski	107	1
MARIL Kleinman	?	1
Normandie Anderson	194	1
Geoff Genter	21	1
Dale Moses	3014	1