

Minutes-Approved
KALA POINT OWNERS' ASSOCIATION
REGULAR BOARD MEETING
TUESDAY, November 14, 2017, 6:00 PM
Kala Point Clubhouse

President Joe Englander called the meeting to order at 6:00 pm.

Board members in attendance: Joe Englander, David Miller, Kim Titus, Caroline McNulty, Steve Reed, Michael Machette, Dale Glantz, Pat Miles and John Oliveira (CFO). Also in attendance: Keith Larson; General Manager, Lynn Schwarz; Administrative Assistant and 20 KPOA Members.

Board members not in attendance:

None

President Englander established a quorum.

Announcements, Changes and/or Additions to Agenda:

Change to the Agenda – Approval of October’s Budget Meeting Minutes

Announcement of Heroes Award recognizing Phillip Caldwell, Garland Goesch, Valerie and Stanton Stevens

Call for Member Comments on Agenda Items:

None

Approval of Minutes:

Motion to approve the October 10, 2017 Budget Meeting Minutes as Presented by D. Glantz

Seconded by K. Titus

Show of hands was 7/2 (for: J. Englander, D. Miller, K. Titus, C. McNulty, D. Glantz, P. Miles, J. Oliveira; abstain: M. Machette, S. Reed) to approve the October 10, 2017 Budget Meeting Minutes as Presented. Res. 17-11-01

Motion to approve the October 10, 2017 Regular Board Meeting Minutes as Presented by C. McNulty

Seconded by D. Glantz

Show of hands was 7/2 (for: J. Englander, D. Miller, K. Titus, C. McNulty, D. Glantz, P. Miles, J. Oliveira; abstain: M. Machette, S. Reed) to approve the October 10, 2017 Regular Board Meeting Minutes as Presented. Res. 17-11-02

Inquiries and Correspondence:

Correspondence:

President Joe Englander received and responded to a letter from a member concerned with the private property sign at the entrance to Kala Point. These were subsequently printed in the Kala Pointer.

President Joe Englander received and responded to an email from a member concerned with the operation of the new gate on the dock.

Adjustment of assignments resulting from S. Reed election

Assignment of Board Correspondents:

November 2017 – D. Miller
December 2017 – S. Reed
January 2018 – P. Miles
February 2018 – D. Glantz
March 2018 – K. Titus
April 2018 – M. Machette
May 2018 – S. Reed
June 2018 – D. Miller
July 2018 – P. Miles

General Manager's Report:

Administration Office

- Update on Budget Mailing and Election Balloting Process – **Members are encouraged to Vote Online!**
- Update on Camera System at the Gatehouse (License Plate Cameras)
- Satellite Phone Purchased for Emergency Conditions
- Motion to Amend APP II-19A (KPOA Gate Card, Transmitter, and Utility Access Policy)

Motion to amend APP II-19A Section. Fees to change the cost of a Remote Transmitter from \$46 to \$40 by C. McNulty

Seconded by M. Machette

Motion approved unanimously by show of hands to amend APP II-19A Section. Fees to change cost of remote transmitter to \$40. Res. 17-11-03

Motion to approve Double D Electric to install an additional camera in the Gatehouse for a cost not to exceed \$431 from the Reserve Account by D. Glantz

Seconded by C. McNulty

Motion approved unanimously by show of hands to approve Double D Electric to install an additional camera in the Gatehouse for a cost not to exceed \$431 from the Reserve Account. Res. 17-11-04

Clubhouse

- All Four Locker Room Showers will be refurbished during the off-season.
- Pool Heating System Update

Finance

- Third Quarter Financial Reports

2017 Reserve Projects

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

Grounds Maintenance

- The Trail Work leading to the Foot Bridge is Underway and Nearing 85% completion.
- Common Area Culvert Inspection Process is Complete
- Clubhouse Drainage System Improvements are Underway
- Strange Person(s) Reported at the Beach Area
- Snow Equipment has been tested and is ready for the Snow!
- Tree Trimming the Upper Canopy along Kala Point Dr will begin the week of December 4.

Personnel

- No Report

Unfinished Business:

A Board Motion to accept Committee assignments resulting from election of S. Reed

Adhoc Committee on Fire Hydrants—Michael Machette (Liaison)

Architectural—C. McNulty (Liaison), M. Machette (Representative)

BMAC—M. Machette (Liaison), K. Titus (Representative)

Elections—D. Glantz (Liaison)

EPC—S. Reed (Liaison), J. Englander (Representative)

Finance— J. Oliveira, CFO/Chair, D. Miller (BOD Liaison), J. Englander (President/Representative)

Internal Control—P. Miles (Liaison), C. McNulty (Representative)

Personnel—J. Englander (President), D. Miller (Vice-President), J. Oliveira (CFO)

Publications—J. Englander (Liaison), P. Miles (Representative)

Social Plus—J. Oliveira (Liaison), S. Reed (Representative)

Tree—D. Glantz (Liaison), K. Titus (Representative)

Motion to accept Committee assignments resulting from election of S. Reed by M. Machette

Seconded by S. Reed

Show of hands was unanimous to accept Committee assignments resulting from election of S. Reed. Res. 17-11-05

New Business:

A Board Motion regarding fine for unauthorized tree removal in Bluffs Management Area

The KPOA Board of Directors recommend that KBCA administer a \$1,000 fine to the responsible party for unauthorized tree action on its property, which is within Jefferson County's critical hazard zone. Such tree actions normally require BMAC, KPOA Board, and County approval. The BMAC also recommends the following conditions be placed with the fine:

- 1) That KBCA self report the infraction to the County Dept. of Community Development, which is the agency responsible for monitoring the Shoreline Management Plan and other jurisdictions such as Critical Hazard Zones, and
- 2) That the KPOA Board shall receive from KBCA documentation from the County acknowledging the cuttings and any suggested remedial actions such as removing cut vegetation from the site (tree limbs, branches and leaf foliage), and/or replanting.

Motion to approve \$1,000 fine for unauthorized tree removal in Bluffs Management Area by M. Machette

Seconded by C. McNulty

Motion approved unanimously by show of hands to approve \$1,000 fine for unauthorized tree removal in Bluffs Management Area. Res. 17-11-06

Committee Reports:

- Adhoc Committee on Fire Hydrants**—Michael Machette (Liaison)
- Architectural**—C. McNulty (Liaison), M. Machette (Representative)
- BMAC**—M. Machette (Liaison), K. Titus (Representative)
- Elections**—D. Glantz (Liaison)
- EPC**—J. Englander (Liaison) - **VOTE ONLINE!**
- Finance**—J. Oliveira, CFO /Chair, D. Miller (BOD Liaison), J. Englander (President/Representative)
- Internal Control**—P. Miles (Liaison), C. McNulty (Representative)
- Personnel**—J. Englander (President), D. Miller (Vice-President), J. Oliveira (CFO)
- Publications**—J. Englander (Liaison), P. Miles (Representative)
- Social Plus**—J. Oliveira (Liaison)
- Tree**—D. Glantz (Liaison), K. Titus (Representative) – **NO MEETING IN DECEMBER**

Board Goals

- On-going positive financial management of current reserves and operating accounts
- Complete the Revision and Update of Architectural Committee APP
- Assure safe operation of fire hydrants
- Implement annual community-wide first-aid courses
- Implement semi-annual EPC Block Meetings
- Conduct member survey regarding future direction of Kala Point
- Improve website forum specifically and website in general (last update 2014)

Coming Events:

- November 16, First Aid in Clubhouse 1-4 p.m.
- November 20, Reservations due to Michael Kubec for Holiday Progressive Dinner.
- December 5, Town Hall Meeting regarding ACC APPs 6 p.m.
- December 6, Fire Safety Presentations, Clubhouse 6:30 p.m.
- December 7, Last day to vote for budget. Please vote electronically! Remember the Veterans on Pearl Harbor Day.
- December 10, Holiday Progressive Dinner.

Member Comments Related to Meeting:

- Geoff Genter: Thank you for the open discussion regarding the Architectural Committee APP update process.
- Art Schmidt: Update on 521 Pinecrest Dr. fire and concern regarding lot upkeep while owner decides what to do.
- Stanton Stevens: Update on 71 Oak Shore Dr. fire

Articles need for Kala Pointer (due 19th of the month)

- President's Message
- Secretary's Report

Next Regular Board Meeting: Tuesday December 12, 1:00 pm, Kala Point Clubhouse

Adjourn to Executive Session

A Board Motion to Adjourn to Executive Session to discuss personnel matters.

The Open Meetings Act permits us to close our meetings to the public in special circumstances as outlined in RCW 64.38.035 (4) and to carry out administrative functions exempted by the Act. Reference to the motion and the stated purpose for the closed session shall be included in the minutes. The board of directors shall restrict the consideration of matters during the closed portions of meetings only to those purposes specifically exempted and stated in the motion. No motion, or other action adopted, passed, or agreed to in closed session may become effective unless the board of directors, following the closed session, reconvenes in open meeting and votes in the open meeting on such motion, or other action which is reasonably identified.

Motion to adjourn to Executive Session at 7:47pm by J. Englander

Seconded by D. Glantz

Motion approved unanimously by show of hands to adjourn to Executive Session. Res. 17-11-07

Adjourn Closed Session and Reconvene Regular Board Meeting at 8:07pm

The Board was made aware of a fiscal error and supports the administration action to correct it.

Adjourn Regular Board Meeting:


Motion to adjourn the Regular Board Meeting at 8:09pm by D. Glantz

Seconded by M. Machette

Show of hands was unanimous to adjourn the Regular Board Meeting at 8:09pm. Res. 17-11-08

**Prepared by
Lynn Schwarz, Administrative Assistant**

Respectfully submitted by,


**Kim M. Titus, Secretary
Kala Point Owners' Association**

KPOA Board Meeting Sign-in Sheet

Date: November 14, 2017

Please Print Name(s)	Lot/Unit #	Total # in your party
Geoff Geather	21	1
Art Schmidt	393	1
Marilyn & Don Brenner	175	2
Jean Reed	337	1
Stanton Stevens	349	1
Anne Englander	262	1
Doug Heeds	297	1
Roxey & Ray Larsen	342	2
Tom & Linda Lengask	107	2
Joan & Carol & Barbara & Coesch	410	2
Barb & Phil Caldwell	409	2
Bob Goldstein	37	1
Mike Burk	373	1
David Harrah	6008	1
		1