

Approved Minutes
KALA POINT OWNERS ASSOCIATION
REGULAR BOARD MEETING
Tuesday, June 11, 2019 @ 1 PM
Kala Point Clubhouse
(Members are encouraged to attend)

The Kala Point community is a common-interest residential homeowner association (HOA). When purchasing or building within Kala Point, homeowners agree to follow the HOA's governing documents, which include: Conditions, Covenants and Restrictions of Record (CC&Rs); Rules and Regulations; By-Laws; and detailed Administrative Policies and Procedures (APPs). APPs are Board-enacted rules. The protective umbrella of these governing documents works in the best interest of all homeowners ensuring higher standards of neighborhood appearance and enhancing the collective value of the homes.

Supporting documents for Board Meetings are on the KPOA website.
Click Members then Board Meeting Files.

Call Regular Board Meeting To Order
By Joe Englander, President at 1:00 pm

Board Members in Attendance: J. Englander, President; K. Titus, Vice President; J. Oliveira, CFO; T. Gillespie, M. Machette, P. Miles, and S. Reed Also in attendance: Keith Larson; General Manager, Daniella Brockmeier; Administrative Assistant and 11 other attendees.

Board Members Absent
D. Moses, Via phone conference; D. Miller

Establish Quorum
Joe Englander, President, established a quorum

Changes to Agenda, Announcements
Change of date of July 2019 BOD Meeting to July 16.

Call for Member Comments on Agenda Items
Obermeyer, Gary-Publication motion

Approval of Minutes
Motion to approve May 14, 2019 the Regular Board Meeting Minutes by M. Machette

T. Gillespie seconded

Motion approved unanimously by show of hands. Res. 19_06_01

Inquires and Correspondence

Directly with the BOD President: Joyce Wenz, Geoff Genter, Gerry Rose, in re gate; Pat Miles in re guests. The President read a response from the KPOA attorney in response to Ms. Miles inquiry. It said that "If someone is not in the company of a member, they are not a guest. Consequently, any person not in the company of a member while using KPOA facilities,

amenities, or common areas would be trespassing.”

June Steve Reed

General Manager and Grounds Report

Administration Office

- Access Gates Progress Report
- Purposed Amendments to App II-19A & 19B
Tabled next KPOA Board Meeting Aug. 13, 2019

Motion to Approve Additional Gate Expenses by T. Gillespie

S. Reed seconded

Motion approved unanimously by show of hands. Res. 19_06_02

- The Annual Meeting Packet is scheduled to be mailed on June 17 in conjunction with Elections Trusts mailing of the Online Voting Instructions.

Clubhouse

No Report

Finance

2019 Assessments Collection Report

- 561 – LHC –\$523,040 – **99.82%**
- 449 – Timeshare –\$102,372 – **98.46%**

Total Assessment Dollars Collected – **\$625,412 – 99.60%**

Storage Lot Rental Collection Report – **\$15,111 – 94.54%**

- Delinquent – 7 Owners - \$872

Small Boat Storage Fees – **\$4,461 – 87.86%**

- Delinquent – 11 Owners - \$616

2019 Reserve Projects - \$183,601

- Annual Road Maintenance – **Budget \$27,796**
- Admin Carpeting – **Budget \$6,406**
- Admin Computer System Replacement – **Budget \$9,225 – Complete**
 - Total Project Cost - \$9,722
- Access – Traffic Access Gates – **Budget \$50,174 – Complete**
 - Total Project Cost - \$48,718

- Clubhouse Waterline Repairs/Restorations - **\$10,000 – Complete**
 - Total Project Cost - \$6,604
- Pool/Jacuzzi Project - **\$80,000 – Complete**
 - Total Project Cost - **\$77,852**
- Phone Entry Device – Unbudgeted **\$8,491 - Complete**
 - IT – Data Migration - \$3,019
 - ❖ Total Project Cost - \$11,510

Grounds Maintenance

- 11 Windship Dr. – Vehicle Parked in Setback. **Contacted Owner to Comply.**
- 600 Pinecrest Dr. **Vehicle Parked in Setback. Second letter Sent on June 6, 2019**
- 121 Windship Dr. – Vehicle parked in driveway with flat tire/Ivy growing on trees blocking Marine View. **Multiple letters sent to owner. Sent second letter on May 24th with a new deadline of August 1st.**
- 35 Pinecrest Ct – Unapproved Deer Fencing in the Setback, Overgrown Trees encroaching on Neighboring Property, Dog(s) roaming on Neighboring Property, Multiple Cameras pointed at the neighboring Property, and Logs Stacked on the Setback. **Letter sent on May 22nd with a deadline of July 15th.**
- 264 Foxfield Dr. – Garbage Can in view of the Street.
- 71 Windship Dr. – Excessive Barking from her Dogs and Wandering to a Neighboring Property. **Sent Email as First Warning.**

New Zinc Plates were Placed on all six of the Float Pilings last week.

Maintenance Staff will be Replacing the Hand Railing on the Pier next week.

Personnel

No Report

Unfinished Business

Motion to amend APP II- 27, Board E-Mail Communication Policy by J. Oliveira

T. Gillespie seconded

Motion approved unanimously by show of hands. Res. 19_06_03

Motion to amend APP II-A by adding Part 4 Ethics and Standards of Conduct with Amendments by P. Miles

T. Gillespie seconded

Motion approved unanimously by show of hands. Res. 19_06_04

New Business

Motion to establish an ad hoc committee with representatives from EPC, Trees, Architecture, and Grounds committees to consider and suggest ways to make KPOA fire wise by T. Gillespie

K. Titus seconded

Motion approved unanimously by show of hands. Res. 19_06_05

Committee Reports and Motions [please submit written copies for Kala Pointer]

PUD Emissary Report

Architectural—T. Gillespie (Representative), M. Machette (Alternate)

Motion to amend APPs III-1, III-2 Variances; III, Definitions by T. Gillespie

P. Miles seconded

Motion to further amend APPs III-1, III-2 Variances; III, Definitions by T. Gillespie

S. Reed seconded

Motion approved by show of hands 6/2 (Against; J. Oliveira, Abstain; D. Moses) Res. 19_06_06

BMAC—S. Reed (Representative), K. Titus (Alternate)

Elections—M. Machette (Representative), J. Englander (Alternate)

**Motion to approve Pat Miles as a new committee member as of July 16, 2019
By M. Machette**

T. Gillespie seconded

Motion approved unanimously by show of hands. Res. 19_06_07

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

Finance—J. Oliveira, CFO K. Titus (Vice-President), J. Englander (President)

Internal Control—T. Gillespie (Representative), J. Englander (Alternate)

Personnel—J. Englander (President), K. Titus (Vice-President), J. Oliveira (CFO)

Motion to amend APPs to include CFO as permanent member by K. Titus

T. Gillespie seconded

Motion approved unanimously by show of hands. Res. 19_06_08

Publications—P. Miles (Representative), J. Englander (Alternate)
Motion to Amendment and reorganization of APPs by P. Miles

T. Gillespie seconded

Motion approved by show of hands 7/1 (Against; M. Machette) Res. 19_06_09

Social Plus—D. Moses((Representative), S. Reed (Alternate)
Motion to change APP XI, E., Meetings by D. Moses

S. Reed seconded

Motion approved by show of hands 7/1(Against; J. Oliveira) Res. 19_06_10

Tree—K. Titus (Representative), Dale Moses (Alternate)

Board Goals

- On-going positive financial management of existing assets and amenities
- Support EPC in its efforts to prepare Kala Point for Disasters
 - Implement Civil Defense-style KPOA-wide disaster awareness
 - Complete assessment of Cassandra Project feasibility, expenses and funding
 - Implement a plan of water distribution in an emergency

Coming Events

June 13—Fire Chief Walkowski, Making your home fire-wise, 6:30 PM, Clubhouse
June 19 – Candidates Meet & Greet, 6:30 PM, Clubhouse
June 20 – Crime & Fraud Prevention Seminar, 1 PM, Clubhouse

Member Comments

None

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

- President's Message
- Secretary's Report

Next Meeting

July 16, 1 PM Regular Board Meeting

Motion to move to Executive Session to discuss Personnel Matters by M. Machette

S. Reed seconded

Motion approved unanimously by show of hands. Res. 19_06_11

Exempt Wage Adjustment

J. Oliveira moved to increase wages for the exempt KPOA employee as unanimously approved by the Personnel Committee on May 22, 2019. The total increase is 13.4% of which 6.7% will be effective the first pay period of July 2019; the remaining 6.7% will be applied to the 2020 budget, effective the first pay period in January.

K. Titus seconded

Motion approved unanimously by show of hands. Res. 19_06_12

Individual Non-exempt Wage Adjustments

S. Reed moved to approve the proposed individual KPOA wage increases, for non-exempt KPOA employees, as presented by the General Manager, approved by the Personnel Committee on May 22, 2019. The wage increases are effective the first pay period in July 2019.

K. Titus seconded

Motion approved unanimously by show of hands. Res. 19_06_13

Individual Non-exempt Wage Adjustments

K. Titus moved to approve the proposed individual KPOA wage increases, for non-exempt KPOA employees, as presented by the General Manager, approved by the Personnel Committee on May 22, 2019. The wage increases are effective the first pay period in January 2020.

P. Miles seconded the motion

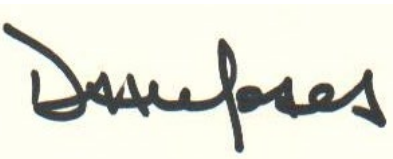
Motion approved unanimously by show of hands. Res. 19_06_14

Motion to adjourn the Regular Board Meeting at 3:46 pm by M. Machette

T. Gillespie seconded

Motion approved unanimously by show of hands. Res. 19_06_

Prepared by,
Daniella Brockmeier, Administrative Assistant

A handwritten signature in black ink on a light yellow background. The signature appears to read "Dale Moses" in a cursive script.

Dale Moses, Corporate Secretary
Kala Point Owners' Association

DATE REC'D	ADDRESSED TO	SUBJECT	RESPONSE DTE
May 26	Board	New Gate: Applause for new gate from homeowner; writer suggested Board issue a notice or article admonishing members not to allow people ahead of their car to enter through gate by using their electronic opener.	5/29 by Pat M.
May 31	President	New Gate: Member critical of gate because it doesn't stop tailgaters as promised, which he says was the reason for the new gate. Wants background on how decision was made to purchase new gate.	5/31 by Pres.
June 2	President	Definition of Guest: Board member asked for clarification of definition of "Guest" as stated in the CC&Rs.	6/2 by Pres.
June 2	Board Member	Member Help on Ad Hoc Committee: Homeowner offer of help for Ethics Ad Hoc Committee; several times Corresp. response was returned "undeliverable." Corresp. attempted contact by personal email. Finally, spoke to homeowner by phone.	6/3 by Pat M. 6/5 by Pat M. by phone.
June 3	Board	Premature Letter to Board on Grounds Issue: Homeowner issued lengthy letter challenging a letter from GM on property issues that violate governing documents. Homeowner letter is very detailed and lengthy and Corresp needed to consult with GM. Interim response sent acknowledging the letter. After consulting with Keith, the homeowner's letter to the Board is premature. The GM letter was a notification letter with a deadline of July 15 to attend to the issues noted in the letter, not an official "Letter of Non-Compliance." If issues are not resolved by July 15, a formal non-compliance process will be initiated.	6/3 Interim resp. by Pat M. 6/6 Final resp. by Pat M. after consulting with GM
4/26 ltr to Res. 5/23 Email to Res. 6/4 from Resident	President GM Resident	Back and Forth Responses on Homeowner Tightline Issue: April ltr notified resident of BMAC identified issue with tightline. May email attempted to contact resident. June 4 email from resident indicated he had been out of the country and was just replying to April letter. Agrees with BMAC finding and will attend to issue with tight-line with original installer, i.e., Shold.	6/5 acknowledgment by Pres.
*April 22	President	HO Query - Gate Entry Interference by Navy: Homeowner concerned about electronic interference with gate openers to KP from Navy on Indian Island. Pres. asked Dale to make an assessment and provide a fuller response to the	5//17 by Moses

		homeowner.	
June 7	President	Gate Entry Options: Resident concern that openers not working with new entry software. Pres. offered that there are four options to gain entry. If purchasing a new electronic entry not acceptable, the free white card works.	6/8 by Pres.
June 10	President	Gate Entry Options: Homeowner requesting clarification of gate opener options.	6/10 by Pres.
June 10	President	Gate Entry: Homeowner asking for clarification of gate entry options and asking for fuller explanation.	6/10 by Pres.

*A continuing correspondence.

10 Letters

- a. New Gate – Applause (1); Critical (1)
- b. Definition of Guest: (1)
- c. Offer of Help for Ad Hoc Committee: (1)
- d. HO Premature Letter to Board on Grounds Issue: (1)
- e. HO Home Tightline Issue: (1)
- f. Gate Entry Issues: (4)