

**APPROVED MINUTES
KALA POINT OWNERS'
ASSOCIATION REGULAR BOARD
MEETING**

Tuesday, March 8, 2022 @ 3:00 PM (Zoom)

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.

All speakers must be recognized by the Chair and should identify themselves for the record. Please mute your phones unless you are speaking. This meeting is being recorded.

We follow the general directions of Robert's "Rules of Order" in order to assure the right of the majority to decide and the right of the minority to be heard; to the honor the rights of individual members and the rights of absentees; and, to fundamentally show respect for each other.

Establishment of a Quorum

Board Members in Attendance: D. Kimball, President; M. Lannon, Vice President, D. Nordlund, Secretary, D. Colwell, CFO; G. Obermeyer and S. Rovanpera. S. Moss, J. Erreca & S. Headlee. Also, in attendance: Keith Larson, General Manager; Felice Thompson Administrative Assistant II; and 14 other self-identified Zoom attendees.

Approval of the Agenda

1. Call for KPOA member comments on the agenda
2. Call for Board member comments on the agenda
3. Note: Member comments on individual agenda items are taken just prior to the Board discussion of each agenda item.

Motion to approve March 8, 2022, Agenda by G. Obermeyer seconded by S. Rovanpera

Motion approved unanimously by roll call. Res. 22_03_01

Announcements

1. Article submission deadline for April Kala Pointer: March 19, 2022

Approval of Minutes

Motion to approve February 8, 2022, Regular Board Meeting minutes by S. Rovanpera seconded by G. Obermeyer

Motion approved unanimously by roll call. Res. 22_03_02

Motion to amend the December 14, 2021 Organizational Meeting minutes to reflect the omission of Resolution 12-14-06 regarding the reappointment of Donna Colwell as Chief Financial Officer by S. Rovanpera seconded by G. Obermeyer

Motion approved unanimously by roll call. Res. 22_03_03

Inquires and Correspondence

KPOA Board Correspondence February 8,
2022 to March 8, 2022

<u>Name</u>	<u>Date</u>	<u>Subject</u>	<u>Addressed To</u>	<u>Response Date/By</u>
Bill Kaune	021922	Maintenance Trail	KPOA Board	021922/Lannon Kimball/Larson
Megan Knighton	022722	Playground Equipment	KPOA Board	022722/Lannon
Jolene Winter	030222	Homes for Sale	KPOA Board	030222/Lannon
Janet Johnston	030322	Lagoon trail	Scott R./ Board	030322/Lannon
Leslie Weertman	030322	Lagoon Trail	KPOA Board	030322/Lannon
2/8/22 – 3/8/22		March 2022		Mark Lannon
3/8/22 – 4/12/22		April 2022		Scott Rovanpera

Consent Calendar

1. Dick Schulte to Personnel Committee
2. Joseph Reeves to Finance Committee
3. Joseph Reeves to Strategic Planning Committee

Motion to approve Dick Schulte to Personnel Committee & Joseph Reeves to serve on Finance & Strategic Planning Committees by G. Obermeyer seconded by M. Lannon

Motion approved unanimously by roll call. Res. 22_03_04

General Manager/Grounds Report

Administration Office

- Please welcome Melissa Westendorf as Kala Point’s newest Administrative Assistant.

Clubhouse

- Please welcome Erin Soehl as Kala Point's newest Clubhouse Attendant.
- 911 Phone has been placed in the foyer of the Clubhouse for emergency use.

Finance

2022 Assessments Collection Report

- 559 – LHC - \$450,710 – **81.37%**
- 449 – Timeshare - \$99,597 – **98.46%**

- \$150,000 has been transferred to the reserve Fund
- Shower project is nearing completion. See attached pictures.

2022 Reserve Projects

- CH – Carpeting, Exercise Room – **Budget \$5,381**

Total Project Cost –

- CH – Shower Replacement x 4 – **Budget \$22,806**

Total Project Cost – *\$15,294*

- Equipment – Truck, Ford F-250 4x4 – **Budget \$41,000**

Total Project Cost –

Grounds Report

- Maintenance Staff is preparing the equipment for the upcoming mowing season.
- Foxfield mail station solar lighting is currently offline. We are troubleshooting the system to determine the problem.
- Lagoon Trail Boardwalk
- Trail Maintenance:
 - o Work has begun on the Park Trail located at the Fairbreeze Dr./KP Dr. Intersection.
 - o Windship Dr./Beach Trail

Old Business

1. Website oversight recommendation from Publications Committee (see document on KPOA website under Publications committee)
2. Second Reading and Approval of Elections Committee APP Article IX

Motion to approve Elections Committee APP Article IX as written by S. Rovanpera seconded by S. Headlee

Motion approved unanimously by roll call. Res. 22_03_05

3. Inflation and the cost of doing business

New Business

1. First Reading Finance Committee APP Article VII- will be on the agenda for April 12, 2022 Board of Directors meeting.
2. First Reading Architectural Committee APP Article III-Posted on the KPOA website for review under the Architectural Committees page. Will be on the agenda for a second read on April 12, 2022 Regular Board of Directors meeting.
3. Trademark of new KPOA Logo-Mark Lannon discussed the two options for Trademarks for the new KPOA logo whether to register with the State of Washington or Federally at the US Trademark department. Costs and time restraints were a consideration for the decision.

Motion for the KPOA logo developed by Assai Tech and owned by KPOA to be registered through the WA Secretary of State registry at a cost of \$200 by S. Rovanpera seconded by G. Obermeyer

Motion approved unanimously by roll call. Res. 22_03_06

4. Request to fund Wage Survey – Western Washington University Proposal-Western Washington University sent a proposal for a wage analysis of current employee job roles here at KPOA at the cost of \$5500.

Motion to approve the request to fund a KPOA wage survey by S. Rovanpera
seconded by M. Lannon

The Motion passed by a majority voting in the affirmative. The seven voting yes: J. Erreca, D. Kimball, D. Colwell, S. Moss, M. Lannon, S. Rovanpera and G. Obermeyer; and two voting no: S. Headlee and D. Nordlund.; with no members absent.

Motion Approved by roll call 7 yea and 2 nay Res. 22_03_07

5. Member proposal regarding children's play area at the beach to be determined at a later date by the Grounds Committee.
6. Update on Strategic Planning Committee demographic survey (Number of questions, formatting, and scope etc.) Discussion of revisions were determined and a second read will be reviewed at the April 12, 2022 Board of Directors meeting.

Committee Reports – Posted on the KPOA Website "Board Meeting Documents"

Board Goals

1. Approve Board Goals for 2022
 - a. Plan and execute demographic survey of KPOA
 - b. Implement Oversight of Website
 - c. 50% new website registrations within 60 days of launch
 - d. Increase number of volunteers for Board and Committees

Motion to approve Board Goals by S. Headlee seconded by D. Nordlund

Motion approved unanimously by roll call. Res. 22_03_08

Member Comments in Closing None

Next Meeting - Tuesday, April 12, 2022 – 3:00 PM - Regular Board Meeting -/Zoom

Motion to recess Regular Board Meeting at 6:06 pm by D. Nordlund seconded by S. Headlee

Motion approved unanimously by roll call. Res. 22_03_09

Prepared by Felice Thompson
Administrative Assistant II

Dan Nordlund, Corporate Secretary
Kala Point Owners' Association