

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

**Tuesday, July 12, 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, J. Erreca & S. Headlee & S. Moss. Also, in attendance: Felice Thompson Administrative Assistant II; 8 other self-identified Zoom attendees Libby Nordlund, Larry McDowell, Jean Reed, Dale Moses, Francis Loubere, Patsy Mathys & Carol Letterman.**

**Approval of the Agenda**

1. Call for KPOA member comments on the agenda
2. Call for Board member comments on the agenda

Note: Member comments on individual agenda items are taken just prior to the Board discussion of each agenda item.

**Motion to approve July 12, 2022, Agenda as amended by G. Obermeyer seconded by S. Rovanpera**

**Motion approved by unanimous consent Res. 22\_07\_01**

**Announcements**

1. Article submission deadline for August Kala Pointer: July 19
2. August 1, 2022 deadline for submission of Member Resolutions for consideration at the Annual Membership Meeting

3. September 15, 2022 deadline for timely declared candidates for the Board.  
Four upcoming vacancies this year with three potential candidates; none confirmed.
4. The Summer Social Plus block party is Saturday July 23, 2022 from 4 pm to 6:30 pm featuring the Elderberries Band.

**Approval of Minutes**

**Amendment to the June 14, 2022 minutes**

**Motion to establish a Board Goal to conduct a comprehensive review of the CC&Rs and Rules and Regulations beginning with the Rules related to on and off-street parking. This review shall include the impact of the Revised Code of Washington (RCW) by Gary Obermeyer seconded by D. Colwell**

**Motion approved by roll call 7 for, 0 against, 0 abstentions, and 2 not voting. Res 22\_07\_01**

**Announcements**

5. Cancellation of the Pickleball Training Event.

**Motion to approve May 10, 2022, Regular Board Meeting minutes as amended by S. Rovanpera seconded by D. Colwell**

**Motion approved by unanimous consent. Res. 22\_07\_02**

**Consent Calendar**

**Motion approved by unanimous consent Res 22\_07\_03**

**Replacement of the 2003 Ford 250**

**Motion approved unanimously by roll call. (8,0,0,1) Res. 22\_07\_04**

**Motion to approve June 14, 2022, Minutes as presented by G. Obermeyer seconded by S. Rovanpera**

**Motion approved unanimously by roll call. Res. 22\_07\_05**

**Inquires and Correspondence**

6/14/22- 7/12/22	July 2022	Jean Erreca
7/12/22 – 8/9//22	August 2022	Donna Colwell

**Consent Calendar**

1. Motion to approve 3 new Publications Committee Members; Carolyn Braun, Laurie Engelbeck and Margaret McGaughey.

**Motion to approve three new Publications Committee Members; Carolyn Braun, Laurie Engelbeck and Margaret McGaughey by S. Rovanpera** seconded by D. Colwell.

**Motion approved unanimously by roll call. Res. 22\_07\_06**

**General Manager/Grounds Report** presented by Felice Thompson Administrative Assistant II for Keith Larson, General Manager

1. Financial report presented by Donna Colwell
2. Reserve project status

**Administration Office**

- The General Manager will be on vacation beginning July 14 - 31 and will be returning on Monday August 1.

**• Website Report**

- o 88 unauthorized subscribers were removed from the email list. These subscribers were inadvertently approved in the beginning stages of the signup period.
- o Current Subscribers – 453
- o Assai Webhosting added additional IP Email Addresses for those emails that were experiencing “Hard Bounces”.

**• Publications Committee Newsletter Update**

- o The Publications Committee will be using “Robly” to publish the Kala Pointer Newsletter going forward. The user-friendly approach of this platform will provide the sustainability of the Newsletter for many years to come.
- o 474 emails were sent out on July 1. We are updating that list for those emails we did not have.
- o Annual Cost - \$180 (0-500 Emails), \$348 (500 – 2.5k emails)
- o Paper copies will be available at the Admin and Clubhouse Facilities.

**Clubhouse**

- No Report

**Finance**

**2022 Assessments Collection Report**

- 561 – LHC - \$557,550 – **100%**
- 454 – Timeshare - \$100,706 – **99.56%**

**RV & Small Boat Storage Collections**

- RV Storage - \$17,433 – 100%
- Small Boat Storage - \$6,201 – 100%

**Reserve Study Update**

- David Bach & Associates are currently evaluating the reserve component list for the Useful Life, Current Cost, and Replacement Year. Additionally, the inflation projections are also being evaluated and will be discussed at great lengths to determine what is best for Kala Point. We are expecting a 1st draft in the coming weeks.

## **2022 Reserve Projects**

- CH – Carpeting, Exercise Room – **Budget \$5,381 (Project will take place in the Fall)**
- o Total Project Cost –
- CH – Shower Replacement x 4 – **Budget \$22,806**
- o Total Project Cost – \$26,796 (*Over Budget \$3,990*)
- Equipment – Truck, Ford F-250 4x4 – **Budget \$41,000 (Budget Amended to \$56,650)**
- o Total Project Cost – \$44,886 – Snowplow attachment is being fitted to the new truck.

## **Grounds Report**

- RV Storage A & B – perimeter lines and numbers will be painted as weather permits.
- Speed humps and stop bars at the four-way intersection have been painted.
- Kala Heights Mail Station repairs due to a treetop falling on the structure
- o Gutter replacement
- o Roof shakes will be replaced
- Trail Maintenance:
- o Windship Dr. Trail
- o Bluff Trail – This trail is currently being upgraded with hand railings and crushed rock.
- The hedges along Kala Point Dr. are being trimmed for line of sight by the owner of the hedge(s). One hedge remains untrimmed at this time.

## **Old Business**

1. Update on Wage Survey progress

The Personnel Committee will meet on July 14, 2022 to review and establish the wage increases and amounts for employees based on the information acquired from the wage survey results. The full report results are available for review to the Board of Directors upon request.

2. Update on APP Article VIII (Grounds) (Possible 2<sup>nd</sup> Read)

Discussion of the revisions and versions of this Article VIII. A clean version will be sent to the Board for review and 2<sup>nd</sup> read at the August Board meeting

**Motion to accept revised APP Article VIII modified by the removal of Appendix A by S. Rovanpera**  
seconded by G. Obermeyer

**Motion approved by roll call count of 4 nay and 5 yes. Res 22\_07\_07**

3. Update on APP Article III (Architectural) changes

The AC Committee will submit a second revision for approval by the full committee on 7/21/2022 if approved a redline version will be sent to the Board for review prior to the August or September Board of Directors monthly meeting.

4. Update on APP Article X (Personnel)

The updates are 99% complete and will be discussed at the August Board meeting.

5. Update on APP Article II (Board of Directors, Officers and Appointments)  
APP Article II will add Appendix A from the APP Article VIII as amended.

### **New Business**

1. Policy on the use of Adobe Portable Data File Format (PDF) or Microsoft WORD for document distribution of drafts, final drafts and approved documents always sent as a MS Word document.
2. Proposed Rules & Regulations Amendments – First Read

Revisions still in progress. Second read at August Board meeting on the consent calendar.

3. Finance APP VII -First Read

Reviewed APP VII as a first read. Redline version posted on KPOA website. Second read at August Board meeting.

**Committee Reports** – Posted on the KPOA Website under MEMBERS/"Board Meeting Files"

### **Board Goals**

1. 1. Plan and execute demographic survey of KPOA-Completed
2. 2. Implement Oversight of Website- in progress
3. 3. 50% new website registrations within 60 days of launch-Completed
4. 4. Increase number of volunteers for Board and Committees-in progress
5. 5. Conduct a comprehensive review of the CC&Rs and Rules and Regulations beginning with the Rules related to on and off-street parking. This review shall include the impact of the Revised Code of Washington (RCW) -Initiated, continuing

**Member Comments in Closing** None.

**Next Meeting** - Tuesday, August 9, 2022 – 3:00 PM - Regular Board Meeting - Zoom

**Motion to recess Regular Board Meeting**

**Motion to recess Regular Board Meeting at 5:20 by S. Rovanpera** seconded by S. Moss

Prepared by Felice Thompson  
Administrative Assistant II

***Dan Nordlund***

Dan Nordlund, Corporate Secretary  
Kala Point Owners Association