

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

**Tuesday, November 8, 2022 @ 3:00 PM (Hybrid)  
followed by an Executive Session**

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** (Quorum is currently 4 Directors)

**Board Members in Attendance:**

**Board Members in Attendance: D. Kimball, President; M. Lannon, Vice President, D. Nordlund, Secretary, S. Rovanner, J. Erreca & S. Moss. Also, in attendance: Keith Larson, General Manager & Felice Thompson Administrative Assistant II; 10 in person attendees 5 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

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

**Motion to approve November 8, 2022 agenda as amended by M. Lannon and seconded by J. Erreca**

**Motion approved by unanimous consent. Res. 22\_11\_01**

**Announcements**

1. Article submission deadline for December Kala Pointer: November 19
2. We have five declared candidates for the November election of three new Directors.

3. Meet the Candidates Night is Thursday 10 November at 6:30 PM

**Approval of October 11, 2022, draft minutes**

**Motion to approve October 11, 2022 draft minutes as submitted by S. Rovanpera** seconded by M. Lannon

**Motion approved by unanimous consent. Res. 22\_11\_02**

**Inquires and Correspondence:**

10/11/22 – 11/8/22

November 2022

Sean Moss

Name	Subject	Recieved On	Replied On
Patsy Mathys	Committee Structures	10.19.22	10.25.22
Rick Smookler	APP X Special Baord Meeting	10.24.22	10.25.22
Rick Smookler	Southern Chief	11.1.22	11.4.22
Rick Smookler	Board Changes Before Reelection	11.1.22	11.4.22
Patsy Mathys	Executive Session	11.4.22	11.8.22

Five emails were received from the membership and addressed at the meeting. Subjects were pertaining to number of committees, APP X, donations for the signage for the Southern Chief relic on the beach, why the urgency to make decisions concerning the election of current Board of Directors vacancies and nature of the executive session.

11/8/22 – 12/13/22

December 2022

Dan Kimball

**Consent Calendar:**

1. Approval of APP X revisions
2. Appointment of Charles Fauley to BMAC
3. Appointment of Karin Youngberg to BMAC
4. Appointment of Dick Anderson to BMAC

**Motion to approve consent calendar of the revisions of APP X as submitted and new appointments to the BMAC Committee by D. Kimball** seconded by M. Lannon

**Motion approved by unanimous consent Res. 2022\_11\_03**

**General Manager/Grounds Report** presented by Keith Larson, General Manager

**Administration Office**

- Shane Ryan celebrated his 10-year Anniversary with Kala Point on October 10.

## **Website Email Notices: 607 Subscribers**

- Assai resolved the email issues by installing new security software & contacting email provider servers to accept our emails as legit and not spam. Assai also inspected email list and updated the subscriber list to accept emails from KPOA.
- We have included an article in the November Kala Pointer which has also been posted on the bulletin boards.

The Water heater was inspected at the Administration Office. Due to the age (27yrs) of the unit, it was recommended for replacement.

Annual assessment ballot packets are 90% complete and will be mailed out on November 14, 2022. Ballots will be emailed to membership and will be available on November 14, 2022.

## **Clubhouse**

Due to staffing and Connie's scheduled vacation, the clubhouse operating schedule will be modified beginning Sunday November 6 through Sunday November 13 as follows:

- Clubhouse Schedule – November 6 – November 13
  - o Sunday, November 6 – Closed
  - o Monday – November 7 (9am – 4pm)
  - o Tuesday – November 8 (9am – 6:00pm) Board Meeting

## **The Locker Rooms/Jacuzzi/Sauna will close at 4pm**

- o Wednesday November 9 (9am – 4pm)
- o Thursday – November 10 (9am – 8pm) Candidates Night

## **The Locker rooms/Jacuzzi/sauna will close at 4pm.**

- o Friday – November 11 (9am – 4pm)
- o Saturday, November 12 – Closed
- o Sunday, November 13 – (Open) Thanksgiving Potluck Dinner

- The Pool Garage Door was inspected and necessary repairs were conducted.
- The Chimney was inspected and cleaned. No issues were reported.

The carpet replacement in the exercise room is scheduled for November 28, 29. The main room will be closed on Friday Nov 25 – December 1 during this project to store the exercise equipment, tables and chairs.

## **Finance**

Third Quarter Financial Report

## 2022 Reserve Projects

- CH – Carpeting, Exercise Room – Budget \$5,381
- o Total Project Cost –
  
- CH – Shower Replacement x 4 – Budget \$22,806
- o Total Project Cost – \$26,796 (Over Budget \$3,990)
  
- Equipment – Replacement Truck, Ford F-250 4x4

Budget \$41,000 (Budget Amended to \$56,650)

- o 2018 Ram 4x4 2500 Truck - \$44,886
- o Myers Snowplow & Attachment - \$8,868

Total Project Cost – \$53,754

## Grounds

### Storm maintenance clean up

Shane Ryan and General Manager were on the property Saturday November 5, 2022 to assess the storm damage and begin the work of clearing roads of fallen trees and debris. Several homes were damaged and many trees had fallen. The GM has reached out to Yeoman's tree service to assist in the clean-up when available due to the injury of our second maintenance tech Chris Stevens who is on light duty.

Please be advised this storm maintenance and clean-up will be an ongoing project that may continue the clean-up until after the New Year 2023. We will get to all the roads on the property; prioritizing the main through fares followed by the cul-de-sacs and side streets. We appreciate your patience during the process.

Please Note: piles of debris can be placed in the common area for pick up but no small duff for we cannot chip small amounts of tree bits and pieces. Six-inch maximum tree limb branches can be chipped. If you are interested in wood chips please contact the Administration office.

#### • Trail Maintenance:

- Windship Dr. Trail – Staff will be replacing all the handrails and lining the trail with basalt rock.
- Bluff Trail – Most of the handrailing's have been replaced to date. Basalt rock will be applied to finish project.
- Stormwater Drainage Systems were inspected with no issues to report.
- Sweeping streets & blowing cul-de-sacs will continue throughout the Fall/Winter months.

### Finance Committee Report acting Finance Chair: Joseph Reeves

CD Investment was made from Reserves Funds from the Kitsap Bank account in the amount of \$100,000 at the rate of 3.5% and it will mature by January 2024.

A resolution presented by the Finance Committee to recognize Donna Colwell's contribution to the membership as CFO was acknowledged by the Board of Directors.

## **Old Business**

1. Article II update Committee Chair meeting (Architectural, Tree, Grounds) Deferred to November 23, 2022 at 10:00 AM in the Fireplace room.

This article has been revised six times since 2006. This will be an open meeting to discuss the impact of the revised RCW rules for Committees of the Board

2. Proposal to reduce the number of standing committees

Sean Moss discussed the impact of reducing the number of committees from twelve to a lesser number so Board of Directors would not have to serve on committees who function without a board member present thus free up time spent in committee meetings and allowing advisory committees who need the oversight and or presence of Board Members to be distributed as needed.

3. Designation of Standing Committees as Committees of the Board or as Advisory Committees.

The 12 KPOA committees have reported their preferences to the Board of Directors as an advisory committee or Standing Committee of the Board. Tree, Architectural and Grounds committees will be Committees of the Board and all others will be Advisory Committees. These will be discussed and reviewed at the November 23, 2022 committee meeting.

**Motion to approve the recommendations from the Tree, Architectural and Grounds Committees to be Standing Committees of the Board and the remaining nine committees be advisory committee by**

**M. Lannon** seconded by S. Rovanpera

**Motion approved by unanimous consent Res 2022\_11\_04**

4. Proposal to reduce the size of the Board has been withdrawn by Sean Moss

5. Grounds Committee Update on Southern Chief signage.

The Board has advised the General Manager to use KPOA funds to pay for the signage for the Southern Chief. No donations will be accepted for the signage is the property of KPOA. The beach sign will be posted by the Gazebo so all can view the posted signage and the history of the wreckage of the Southern Chief.

**Motion to approve the beach signage for the Southern Chief recommended by the Grounds Committee to not to exceed \$500 by S. Rovanpera**

**Motion approved by unanimous consent Res 2022\_11\_05**

## **New Business**

**Tree committee has requested a non-compliance hearing date and time to be scheduled per the October 17, 2022 request for this hearing.**

The hearing date is scheduled for December 7, 2022 at 1 pm in the Main room. A letter will be drafted and sent to the member.

**Committee Reports** – Posted on the KPOA Website under MEMBERS/"Board Meeting Files"  
Reminder that all Board representative's committee meeting summaries are due to the Publications Committee not later than the 19<sup>th</sup> of each month. Similarly, these summaries shall be sent to the Office for posting on the appropriate landing page of the committee as well as the KPOA website.

**Motion to recess regular Board of Directors meeting and begin Executive Session by D. Kimball**  
seconded by M. Lannon

**Motion approved by unanimous consent Res 2022\_11\_06**

### **Executive Session**

#### 1. Volunteer Recognition

A list of volunteers deserving of recognition was prepared. Certificates will be presented at the KPOA Annual Meeting.

#### 2. Review of options for filling Unexpired Terms

No decisions or proposed actions on appointments were made during the executive session. Discussion only.

### **Board Goals**

1. Plan and execute a survey of KPOA members & residents – completed.
2. Establish an oversight mechanism for the new website – in progress.
3. Achieve 50% re-registration on the new website within 60 days of launch – completed.
4. Increase the number of volunteers on Board & Committees – in progress.
5. Conduct a comprehensive review of the CC&Rs and Rules & Regulations beginning with rules related to parking – in progress.

### **Member Comments in Closing**

**Next Meeting** – Tuesday, December 13, 2022:

12:30 PM December Regular Board Meeting

1:00 PM Approximately – Annual Meeting of the Membership

2:00 PM Approximately – Organizational Meeting of the New Board

Election of Board Officers

Appointment of Chief Financial Officer (CFO)

Committee Assignments


Board Correspondent Assignment

**Next Full Board Meeting Tuesday January 10, 2023**

**Motion to recess Regular Board Meeting**

**Motion to recess Regular Board Meeting at 6:20 by S. Rovanpera seconded by D. Kimball**

Prepared by Felice Thompson  
Administrative Assistant II

A handwritten signature in cursive script that reads "Daniel J. Nordlund".

Dan Nordlund, Corporate Secretary  
Kala Point Owners Association