

**KALA POINT OWNERS' ASSOCIATION  
REGULAR BOARD APPROVED MINUTES  
Tuesday, March 14, 2023 @ 3:00 PM (Hybrid)**

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: M. Lannon, President, D. Nordlund, Secretary, Directors: S. Stanton, P. Miles, K. Titus, D. Moses. J. Reeves, Vice President, S. Moss, K. Skolrud, CFO & on Zoom. Keith Larson, General Manager & Felice Thompson Administrative Assistant II; 7 other self-identified Zoom attendees 11 in person attendees.**

**Approval of the Agenda**

1. Call for Board of Directors comments on the agenda

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

**Motion to Approve the March 14, 2023, Board Meeting Draft Agenda by D. Nordlund**  
seconded by M. Lannon

**Motion approved by unanimous consent Res 2023\_03\_01**

**Announcements**

1. Article submission deadline for April Kala Pointer: March 19, 2023

**Approval of February 15, 2023, Board Meeting Draft Minutes**

**Motion to Approve the February 15, 2023, Board Meeting Draft Minutes as submitted by D. Moses**  
seconded by K. Titus

**Motion approved by roll call 7 yea 2 Abstained S. Moss, P. Miles Res 2023\_03\_02**

## Inquires and Correspondence:

2/14/23 – 3/14/23  
3/14/23 – 4/11/23

February 2023  
March 2023

Kim Titus  
Dale Moses

### KPOA Board Correspondence February 16 to March 14, 2023 Consolidated by Kim Titus

Name	Date	Subject	Addressed to	Response Date	By
Dan Kimball	02/16/23	APP II Revision V.3	Board	02/22/23	Titus
Dan Kimball	02/16/23	APP II Comment Resol. by Clause	Board	02/22/23	Titus
Dan Kimball	02/16/23	Comment Resol. By Commentor**	Board	02/22/23	Titus
Marilyn Berry	02/22/23	Comments on “accepted/ not accepted” draft, V.3	Board	02/23/23	Titus- forwarded to D. Kimball
Kim Titus	02/23/23	Titus Comments on APP II Draft V.3	Board	N/A	Titus- forwarded to D. Kimball
Barry and Linda Birch	03/03/23	Street Sweeper Options	Lannon	03/04/23	Lannon
Dan Kimball	03/01/23	APP II Revision V.4	Board	03/05/23	Titus
Frances Loubere	03/01/23	CC&R Review “On and Off Site Prkg”	SPC, Board	03/07/23	Titus
Patsy Mathys	03/07/23	APP II Comments - March	Board	03/14/23	Titus
Dan Kimball	03/13/23	APP II Revision V.5 ***	Board	03/14/23	Titus
Patsy Mathys	03/13/23	Postpone Pool Hours Decision	Board	03/14/23	Titus

\*\* Dan Kimball submitted a summary of comments on the proposed draft of APP II. The commentors included Marilyn Berry, Patsy Mathis, Mark Lannon and Sue Stanton. All comments were forwarded to the Board in their entirety, and all comments were submitted prior to the 02/15 Board meeting.

\*\*\*Dan Kimball has resolved all comments received, except for Titus’, in Version 5.

## General Manager – Financial & Grounds Report

### Administration Office

- Thank you to Felice and Candace for their exceptional work with the collections of the past due assessments.
- The Administration is working diligently to assure that all regularly scheduled events & committee meetings are current on the KPOA Calendar. The reoccurring portion of the calendar caused a minor problem carrying forward the events to the following year.
- Solar Panel Research requested by the Strategic Planning Committee has begun to consider the viability and costs associated with the potential project for the Administration Building upgrade. Bid forthcoming from Cascade Solar and final report expected next week.

### Clubhouse

- Clubhouse hours are changing April 1. 9am – 9pm

## Finance

### 2023 Assessments Collection Report

561 – LHC - \$499,684 – **81.64%**

- All Members have paid either a Full or Half Assessment Payment

451 – Timeshare - \$117,161 – **98.90%**

- 5 Outstanding **(1,298.90)**

\$175,000 has been transferred to the Reserve Fund. The remaining 30k will be transferred in May.

- Motion to Write off as Bad Debt the 2022 Assessment of \$221.82 for Timeshare Unit 13H
- A New Savings/Holding Account was opened at 1st Security Bank for the DNR Beach Lease Funds.
- Pier Inspection Report – An overview will be provided at the meeting.

### 2023 Reserve Projects

- Road Repairs – **Budget \$31,944**

- Total Project Cost –

- Paving – Hemlock Court – **Budget \$34,322**

- Total Project Cost –

- Paving – Pinewood Court – **Budget \$27,652**

- Total Project Cost –

- Pool – Blankets (Outdoor) – **Budget \$5,556**

- **Total Project Cost – \$4,463.89**

- Equipment – Tractor, New Holland – **Budget \$63,199**

- Total Project Cost –

- Mail site – Mailbox Gangs Replacement – **Budget \$11,694**

- Total Project Cost –

- Pier – Piling Inspection & treatment – **Budget \$26,650**

- **Total Project Cost – \$26,650**

- Clubhouse – Exterior Painting – **Budget \$10,506**

### Grounds Report

- Beached Sailboat on KPOA Beach – Working with owners to have boat removed.
- Maintenance Staff is working on backlogged projects prior to the mowing season beginning.

### Safety Meeting Report

- Chainsaw Training was conducted on March 8, 2023

1. Pier Inspection Report – Additional repairs will be required prior to opening.

Beam 1: Priority Medium level of rot at load bearing area, medium percentage of beam compromised.

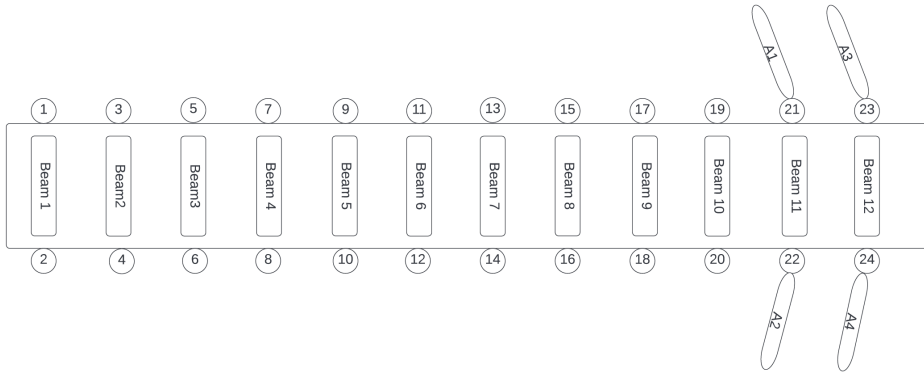
Beam 2: Priority low level of rot at load bearing area, low percentage of beam compromised.

Beam 4: Priority Medium level of rot at load bearing area, medium percentage of beam compromised

Beam 11: Priority High level of rot at load bearing area, medium percentage of beam compromised

Beam 12: Priority Extreme level of rot at load bearing area, High percentage of beam compromised

Based on the pier inspection report Marine Floats has been contacted for a quote for the proposed repairs. They will be contacting the DNR concerning the permitting, building code compliances. We expect a cost proposal in 2-3 weeks. Bayside Construction; a marine habitat restoration company based in Seattle has been contacted as a 2<sup>nd</sup> bid proposal. Due to the safety issues associated with the pier deterioration the KPOA pier will be closed until further notice and reopen once the repairs are completed.



2. Motion to Write off as Bad Debt the 2022 Assessment of \$221.82 for Timeshare Unit 13H.

## Motion for the KPOA Board of Directors

**Date:** March 14, 2023

**Individual making the motion:** D. Moses

**Seconded by:** M. Lannon

**Motion :**( May attach a separate page. If doing so, state such below)

The Finance Committee recommends to the Board of Directors to write off as Bad Debt the 2022 Assessment of \$221.82 for Timeshare Unit 13H.

**Voting Tally:** For: 8 Against: 0 Abstain: 0

**Motion to Approve the Finance Committee’s recommendation to the Board of Directors to write off as Bad Debt the 2022 Assessment of \$221.82 for Timeshare Unit 13H.**

**Motion approved by unanimous consent Res 2023\_03\_03**

## **Old Business**

### **1. Article II Board of Directors, Officers & Appointments (Third Read)**

After the PowerPoint review by Dan Kimball the following changes were addressed:

- Revert the language in Part 13 to read as originally written in Part 22. The Board will address any necessary changes to Part 13 at a future date.
- Change the Pool target dates to April 1- October 15 as previously published
- Remove the following from APP II-1:
  9. “Recruit candidates for election to the board in conjunction with the Elections Committee.”
- Strike the sentence from H1a 1): “That said, the Directors are obligated to vote their conscience and not automatically follow the consensus of the committee volunteers” “

**Motion to revise APP II Part 13 to incorporate the original language of contained in Part 22 by M. Lannon** seconded by K. Titus.

**Motion approved by roll call 8 For 0 Against 1 Abstain K. Skolrud Res 2023\_03\_04**

**Motion to keep the original calendar target dates for the pool opening on April 1 and target closing on October 15. If the GM recommends opening the pool later or closing sooner than those dates, the new dates must be submitted to the Board of Directors for approval. Motion made by D. Nordlund** seconded by K. Titus

**Motion approved by unanimous consent Res 2023\_03\_05**

**Motion to strike the phrase “vote your conscience” by D. Nordlund** seconded by D. Moses

**Motion approved by unanimous consent Res 2023\_03\_06**

**Motion to approve APP II as amended by M. Lannon** seconded by K. Titus.

**Motion approved by unanimous consent Res 2023\_03\_07**

## **KPOA Survey to the Membership**

**Motion to send out KPOA 2023 Survey to the Membership as written in March by M. Lannon** seconded by K. Titus

**Motion approved by unanimous consent Res 2023\_03\_08**

**KPOA Survey to the Membership** will be sent to the membership via email and text message no later than March 31, 2023.

Due to meeting time restraints the following Agenda items will be added to the Agenda for the April 11, 2023 Regular Board of Directors Meeting:

1. Proposed Amendment to APP VIII, Section C – Grounds Committee (Second Read)
2. Proposed Amendments to APP XIV Strategic Planning Committee (Second Read)
3. Proposed Amendments to APP XIII Publications Committee (Second Read)

Due to meeting time restraints the following New Business and 2023 Board Goals will be added to the Agenda for the April 11, 2023 Regular Board of Directors Meeting:

**New Business**

1. Should the SPC develop a New Director Orientation?
2. CC&R’s Article IV, Chapter B, Uniform General Requirements.
3. APP XI Social Plus Committee Review – 1st Read

**Committee Reports and supporting meeting documents posted on the KPOA website on the Board of Directors page.**

**2023 Board Goals**

**New Director Orientation**

- o Board Member Tool Kit sent to the Board for review
1. Minutes and summary report on time delivery – Reference flowchart
  2. Limit Board Meetings to 2 hours or less.
  3. Increase email subscription distribution for the Kala Pointer

**Member Comments in Closing none**

**Next Meeting** – Tuesday, April 11, 2023

**Motion to adjourn the March Board Meeting at 5:15 pm by M. Lannon**  
seconded by D. Nordlund

**Motion approved by unanimous consent Res 2023\_03\_09**

**Prepared by Felice Thompson**  
**Administrative Assistant II**

**Dan Nordlund, Corporate Secretary**

**Kala Point Owners' Association**