

**KALA POINT OWNERS' ASSOCIATION
REGULAR BOARD APPROVED MINUTES
Wednesday, February 15, 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, P. Miles, S. Stanton, D. Moses, K. Titus, and J. Reeves, Vice President, K. Skolrud, CFO, (via Zoom) S. Moss, absent. Keith Larson, General Manager & Felice Thompson Administrative Assistant II; 4 other self-identified Zoom attendees 2 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 agenda as submitted by D. Nordlund seconded by P. Miles

Motion approved by unanimous consent. Res. 2023_02_01

Announcements

1. Article submission deadline for February Kala Pointer: February 19, 2023
2. An appreciative thank you for the timely submissions of committee reports.

Approval of December 7, 2022, Non-Compliance Hearing Minutes

Discussion by K. Titus to clarify the draft minutes. Four trees were removed not 3. Previous damages to Lezpona’s home were more than 10 years prior; not 2 years as minutes were reported.

Motion to approve the December 7, 2022, Non-Compliance Hearing Minutes as amended

by **K. Titus** seconded by M. Lannon

Motion approved by roll call. 7 yes 1 abstain (P. Miles) Res. 2023_02_02

Approval of January 10, 2023, Board Meeting Draft Minutes

Motion to approve the January 10, 2023 Minutes as submitted by J. Reeves

seconded by D. Moses

Motion approved by unanimous consent. Res. 2023_02_03

Inquires and Correspondence:

1/10/22 –2/14/23
2/14/23 – 3/14/23

January 2023
February 2023

Sue Stanton
Kim Titus

KPOA Board Correspondence					
10 Jan 2023 to 14 Feb 2023					
Name	Date	Subject	Addressed to	Response Date	By
Marlene Newman	1/10/2023	Timing of Board Meetings New Board Member Training Response to Member Questions/Comments	KPOA Board	1/11/2023	Sue Stanton
Marilyn Berry	1/22/2023	APPII Editing/Formatting Suggestions	KPOA Board	1/22/2023	Sue Stanton
Dick & Teresa Anderson	1/23/2023	Recycling Styrofoam	Keith Larson	1/23/2023	Keith Larson
Patsy Mathys	1/24/2023	BOD Teamwork/Board Meeting Schedule	KPOA Board	1/25/2023	Sue Stanton
Marilyn Berry	1/26/2023	APP II Review	KPOA Board	1/27/2023	Sue Stanton
Patsy Mathys	1/31/2023	Pool Opening/Closure Dates	KPOA Board	2/1/2023	Sue Stanton
Patsy Mathys	2/1/2023	Appt of Committees/APPII.B.4.d/Calendar	KPOA Board	2/2/2023	Mark Lannon
Marilyn Berry	2/8/2023	KP Calendar - Committee Meeting(s) Times/Changes	KPOA Board	2/8/2023	Sue Stanton
Marilyn Berry	2/15/2023	Documents Review	KPOA Board	2/15/2023	Sue Stanton

Consent Calendar

1. Approval for Janice Weller to the Elections Committee
2. Approval for Dan Kimball to the Architectural Committee
3. Approval for Dan Kimball to the Strategic Planning Committee

Motion to approve the Consent Calendar by D. Moses seconded by K. Titus

Motion approved by unanimous consent. Res. 2023_02_04

General Manager – Financial & Grounds Report

Administration Office

Non-recyclables continuously being left outside or inside the Recycling Bins.

Action Taken:

- Wireless Solar Security Cameras System with Six Cameras - \$545.49
- iPad purchased to view cameras remotely - \$375.30
- Surveillance Signage – \$28.26

Finance Committee discussed American Tower's Buyout Proposal of the current Verizon Lease Agreement.

American Tower Buyout Options

- \$830,000 as a onetime payment in lieu of rent for a perpetual easement. The tax obligation for a onetime payment would be 36% equaling to \$298,800.
- \$8,375.43 per month for the next 120 months (10 years) (\$1,005,051.40 total payment)

Motion to refuse the current American Tower buyout options by D. Moses seconded by M. Lannon

Motion approved by unanimous consent. Res 2023_02_05

After a detailed discussion, the committee unanimously agreed that a buyout would not be in the best interest of KPOA and its membership long-term and recommended to continue the existing lease agreement.

We have updated the employment ads for the Maintenance Position. As of this report, we have not filled this position.

Clubhouse

- The vacant Clubhouse Position has been filled. John Prior will begin employment on 3/1/23.
- Front door locking mechanism is being repaired by Terry's Lock & Safe.

Finance

Fourth Quarter Financial Report

2023 Assessments Collection Report

- 558 – LHC - \$489,768 – **79.23%**
 - 2 Outstanding
 - 1 Payment Agreement
- 432 – Timeshare - \$112,225 – **94.74%**
 - 24 Outstanding
- 150,000 has been transferred to the Reserve Fund

Reserve Fund CD Investments Purchased

- Kitsap Bank
 - Purchase Date: 11/2/2022 (14-Month @ 3.5%)
- First Federal Bank
 - Purchase Date: 1/13/2023 (13-Month @ 4.0%)

Bank Signers

The 2023 Board officers have been updated to the KPOA Banking Institutions.

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

Grounds Report

- All projects will be prioritized until the Maintenance Operations is fully staffed.
- New gravel placed at Storage Lots A & B and the beach parking area
- Entrance Gate Repairs
- Beached Sailboat on KPOA Beach – Owner has been located and will be removing boat soon

Old Business

1. Article II Board of Directors, Officers & Appointments (First Read)

Dan Kimball presented all the details and revisions to Article II including the comments from the Membership. He will be emailing these documents for the Board to review and discuss at the March 14, 2023 Board of Directors meeting.

New Business

1. KPOA Survey to the Membership

The Board reviewed the details of each survey question and suggested question rewrites for questions: 7, 10, 12, & 16.

Motion to add the estimated total cost to update the Pickleball courts in the question survey by M. Lannon seconded by D. Moses

Motion failed by roll call. 6 no and 1 yes. Res. 2023_02_06

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

Proposed Amendments to APP VIII, APP XIV and APP XIII will be considered as action items at the March 14, 2023 Board of Directors meeting.

5. Sue Stanton – Consistency of information on meeting time/place changes on Kala Kalendar and landing pages.

Discussion to encourage Board committee reps to advise the Administration office of calendar changes and verify the dates and times associated with committee meeting to ensure all details are correct and updated.

Motion for Board Committee reps responsible to ensure meeting times and date information be verified two weeks prior to the meeting and listed correctly on the website Committee pages and calendar by S. Stanton seconded by J. Reeves.

Motion approved by unanimous consent. Res. 2023_02_07

Committee Reports

1. Finalize Flowchart

Motion to approve the Flowchart as submitted by K. Titus seconded by D. Nordlund

Motion approved by unanimous consent. Res. 2023_02_08

2023 Board Goals

1. New Director Orientation
2. Minutes and summary report on time delivery – Reference flowchart

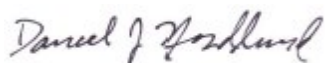
Member Comments in Closing

Next Meeting – Tuesday, March 14, 2023

Motion to recess Regular Board Meeting at 5:03 by P. Miles seconded by M. Lannon

Motion approved by unanimous consent. Res. 2023_02_09

**Prepared by Felice Thompson
Administrative Assistant II**



**Dan Nordlund, Corporate Secretary
Kala Point Owners' Association**