

**KALA POINT OWNERS' ASSOCIATION  
REGULAR BOARD  
APPROVED MINUTES  
Tuesday, August 8, 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" to assure the right of the majority to decide and the right of the minority to be heard; to honor the rights of individual members and the rights of absentee; and to fundamentally show respect for each other.

**Establishment of a Quorum**

**Board Members in Attendance: M. Lannon, President, J. Reeves, Vice President, D. Nordlund, Secretary; on Zoom, K. Skolrud, CFO. Directors: S. Stanton, P. Miles, K. Titus, D. Moses and Keith Larson, General Manager & Felice Thompson, Executive Assistant; 4 other self-identified Zoom attendees with 20 in person attendees.**

**Member Comments:**

**Marilyn Berry: Kpoa Calendar & Meeting schedules updates synced on all platforms.**

**Call for Board of Directors comments on the agenda**

M. Lannon asked to move the appointment for open Board of Directors seat to the beginning of the Agenda Items.

**Approval of the Agenda – August 8, 2023**

**Motion to Approve the August 8, 2023, Board Meeting Draft Revised Agenda by J. Reeves**  
seconded by S. Stanton

**Motion approved by unanimous consent Res 2023\_08\_01**

Vote to appoint vacant open Board Member seat was decided by secret ballot. Michael Machette was

selected. He then joined the Board of Directors meeting.

**Announcements:**

**Article submission deadline for September Kala Pointer: August 19, 2023**

**Approval of the July 11, 2023, Board Meeting Draft Minutes**

**Motion to Approve the July 11, 2023, Board Meeting Draft Minutes by K. Skolrud**  
seconded by D. Nordlund

**Motion approved by unanimous consent Res 2023\_08\_02**

**Inquires and Correspondence:**

7/11/23 – 8/8/23

July 2023

Pat Miles

8/8/23 – 9/12/23

August 2023

Dan Nordlund

**KPOA Board Correspondence**

**July 12-August 8, 2023**

<b>Name</b>	<b>Date</b>	<b>Subject</b>	<b>Addressed to</b>	<b>Response Date</b>	<b>By</b>
Lot 376 - Miller	7/18	Unacceptable tenant behavior	Pres/GM		GM completed
Lot 73 - Bamberg	8/2	Neighbor blowing debris into yard	GM		GM referred to Grounds Comm.
Lot 6 – Dolan	8/1	Asked if additional barrier can be added to backboard/fence in lower tennis courts	GM		GM to consider
Lot 6009 - Weertman	8/7	Homeowner concerned about poor condition of ladies' bath at Clubhouse; she asked Grounds in early July; no response	GM		GM to address
Lot 36/Lot 205 – Matt and Genter	7/27	Asked for pier maintenance cost info	President/BRD		President/BRD and GM to forward request process when return from vacation.

**Consent Calendar: None**

**General Manager – Financial & Grounds Report  
Administration Office**

Motion to Set the Date of Record for October 15, 2023, for the Annual Membership/Budget Ratification Meeting. (This motion represents the cut-off date for new owners that can vote. No new owners after the date of record are eligible to vote unless the previous owner(s) signs a proxy to the new owner(s).

**Motion to Set the Date of Record for October 15, 2023, for the Annual Membership/Budget Ratification Meeting by K. Skolrud** seconded by J. Reeves

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

**Motion to set the 2024 Budget Presentation for Tuesday October 10, 2023 at 3:00 pm.**

**Motion to set the 2024 Budget Presentation for Tuesday October 10, 2023 at 3:00 pm. by M. Lannon** seconded by S. Stanton

**Motion approved by unanimous consent Res 2023\_08\_04**

**Motion to set the Annual Membership & Budget Ratification Meeting for Tuesday, December 12, 2023 at 3:00 pm.**

**Motion to set the Annual Membership & Budget Ratification Meeting for Tuesday, December 12, 2023 at 3:00 pm. by J. Reeves** seconded by M. Lannon

**Motion approved by unanimous consent Res 2023\_08\_05**

- The Mailing Date for the Annual Membership/Budget Ratification Meeting for Supporting Documents will be Monday November 13, 2023.
- A SOW has been issued to Elections Trust (Third Party Election Services) for the upcoming Annual Membership/Budget Ratification Meeting.

**Clubhouse**

- No Report

**Finance**

- Revised Paving Project scheduled set for September 19 -21.

**2023 Reserve Projects**

- Road Repairs – **Budget \$31,944**
  - o Total Project Cost –
- Paving – Hemlock Court – **Budget \$34,322**
  - o Total Project Cost –
- Paving – Pinewood Court – **Budget \$27,652**

o Total Project Cost –

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

o **Total Project Cost – \$4,463.89**

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

o **Total Project Cost – \$53,747**

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

o **Total Project Cost – \$9,265**

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

o **Total Project Cost – \$26,650**

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

o **Total Project Cost - \$10,225**

### **Grounds Report**

- Storage Lot Lines, Clubhouse Parking lot lines, & handicap markers have been painted.
- The Pressure Washing for Tennis Courts 1,2,4,5, and the Sports Court have been completed.

### **Staff Meeting Report**

- No Report

### **Old Business**

1. Pier Project Review

- Seeking bids for a Marine Structural Engineer Sent RFP Statement of Work to 4 firms. One firm declined the project. One has returned RFP, awaiting 2 other bids.

### **New Business**

1. Approve the 2024 Committee Budgets as presented by the Finance Committee

2. 2024 Draft Budget Approval for Membership review by K. Skolrud

**Motion to Approve the 2024 Committee Budgets and 2024 Draft Budget as presented by the Finance Committee by M. Lannon** seconded by S. Stanton

### **Motion approved by unanimous consent Res 2023\_08\_06**

3. Presentation to Pedestrian Safety – Discussion

2021 Pedestrian Safety report provided some good options for changes. Perhaps look for a KPOA member to participate in this discussion who has experience in this area. Have the Board of Directors set financial parameters in which the committee can make goals and progress towards solutions and safety concerns. Michael Machette volunteered to co-chair with Kim Titus. Phil Brodt who has DOT work experience has also volunteered to join the committee along with Mark Lannon, Allen Vaa and Geoff Genter.

4. First Read APP XIV Strategic Planning

5. Board Election

- Three Elected Positions
- Three-year Term beginning December 2023
- Announcements have been placed in the Kala Pointer and Bulletin Boards.

**Committee Reports on the Board of Directors page at [kalapoint.org](http://kalapoint.org).**

**2023 Board Goals**

1. New Director Orientation
  - o Board Member Tool Kit sent to the Board for review
2. Minutes and summary reports on time delivery – Reference flowchart
3. Limit Board Meetings to 2 Hours or Less
4. Increase Email list and Kala Pointer distributions.

**Member Comments in Closing**

Geoff Genter & Wayne Scamuffa: Pier Project comments

**Motion to recess Board of Directors August 8, 2023 meeting at 4:15 by M. Lannon**  
seconded by D. Moses

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

**Next Meeting** – Tuesday September 12, 2023

Prepared by Felice Thompson  
Executive Assistant



Dan Nordlund, Corporate Secretary  
Kala Point Owners' Association