

KALA POINT OWNERS' ASSOCIATION
REGULAR BOARD MEETING
APPROVED MINUTES
Tuesday, August 13, 2024 @ 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; Bylaws; 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, D. Kimball Vice President, K. Skolrud, CFO, Sue Stanton Secretary. Directors: M. Berry, B. Goldstein and M. Connor, P. Miles and D. Moses on Zoom. Keith Larson, General Manager, Felice Thompson Executive Assistant; 7 other self-identified Zoom attendees with 14 in person attendees.

Member Comments: None

Call for Board of Directors comments on the agenda

P. Miles asked to add the request from the Elections Committee to extend the deadline for letters of intent from prospective candidates from September 15th to the 16th to new business on the agenda.

The Elections Committee requests to add to new business the discussion of proposing an in-house paper ballot election for 2024.

The Elections Committee requests discussion concerning the Annual Membership meeting date changed from Tuesday December 10, 2024, to December 8, 2024, to the agenda under new business.

B. Goldstein requested to add to new business pool safety equipment discussion.

Approval of the Agenda – August 13, 2024

Motion to approve the August 13, 2024, agenda as amended by M. Berry

seconded by B. Goldstein.

Motion approved by unanimous consent Res. 2024_08_01

Announcements: None

Article submission deadline for the September Kala Pointer: August 19, 2024.

Approval of the July 9, 2024, Regular Board Meeting Draft Minutes

Motion to approve the July 9, 2024, Regular Board meeting minutes as amended by M.

Lannon seconded by S. Stanton

Motion approved by roll call: Yes 8 Against 0 Abstain 1 Res. 2024_08_02

Inquires and Correspondence:

7/9/24 – 8/13/24 July 2024 Mark Lannon

8/13/24 – 9/10/24 August 2024 Mike Conner

KPOA Board Correspondence

7/9/24 - 8/13/24

<u>Name</u>	<u>Date</u>	<u>Subject</u>	<u>Addressed to</u>	<u>Response Date</u>	<u>By</u>
Karen George	7/9/2024	Paper Ballots with volunteer counters	Board	7/10/2024	Mark Lannon
Rhonda Ellis	7/15/2024	AEDs - Rhonda is a nurse that opposes the AED proposal	Board	7/15/2024	Mark Lannon
Ginger Koblasz	7/25/2024	Questions about KPOA rules before purchasing a lot	Mark, Dan Kimball & Pat Miles	7/25 and 7/26/24	Mark and Dan
Megan Knighton	7/30/2024	No inner tubes in the pool	Board	7/31/2024	Felice Thompson

Consent Calendar: Dan Kimball to replace Dale Moses as the new Board Representative to the Elections Committee.

Motion approved the consent calendar by M. Lannon seconded by S. Stanton

Motion approved by roll call: Yes 5 Against 3 Abstain 1 Res. 2024_08_03

General Manager: Financial & Grounds Report

Administration Office

Motion to Set the Date of Record for October 15, 2024, 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, 2024, for the Annual Membership/Budget Ratification Meeting by M. Berry seconded by M. Lannon

Motion approved by unanimous consent Res. 2024_08_04

The KPOA Finance Committee is Proposing the following resolution be added to the 2024 Annual Membership Meeting Agenda.

- **Resolution 2024-2**

Resolved that any excess of membership income over expenses for the year ending December 31, 2024, shall be applied to the following year's assessments as provided by IRS Revenue Ruling 70-604.

Motion to approve Resolution 2024-2 to be added to the 2024 Annual Membership Meeting Agenda by K. Skolrud seconded by D. Kimball.

Motion approved by unanimous consent Res. 2024_08_05

The KPOA Internal Control & Finance Committee Propose the following resolution to be added to the 2024 Annual Membership Meeting Agenda.

Resolution 2024-3

- Resolved that the Requirements to Conduct an Independent Audit of the 2024 KPOA Financial Statements be waived.

Motion to approve Resolution 2024-3 to be added to the 2024 Annual Membership Meeting Agenda by K. Skolrud seconded by D. Kimball.

Motion approved by unanimous consent Res. 2024_08_06

Motion to set the 2025 Budget Presentation for Tuesday October 8, 2024, at 3:00 pm.

Motion to set the 2025 Budget Presentation for Tuesday October 8, 2024, at 3:00 pm. by D. Kimball seconded by P. Miles.

Motion approved by unanimous consent Res. 2024_08_07

The Annual Membership & Budget Ratification Meeting is scheduled for Tuesday, December 10, 2024, at 3:00 pm.

No motion made.

Approved by unanimous consent Res. 2024_08_08

The Mailing Date for the Annual Membership/Budget Ratification Meeting for the Supporting Documents will be Tuesday November 12, 2024.

A SOW will be issued to Elections Trust (Third Party Election Services) for the upcoming Annual Membership/Budget Ratification Meeting.

Clubhouse

No Report

Finance

- A Board Motion to approve the additional expense for the Asphalt Patchwork Project of \$6,213.52 from the Reserve Fund.
 - Board Motion dated April 9, 2024, was approved for \$42,600. During the project it was determined that additional patchwork needed to be done along Kala Point Dr. causing the increase to the project. Please note that this issue was discussed at the July Board Meeting.

Motion to approve the additional expense for the Asphalt Patchwork Project of \$6,213.52 from the Reserve Fund by M. Lannon seconded by D. Kimball

Motion approved by unanimous consent Res 2024_08_09

The Finance Committee recommends to the Board of Directors to Write-Off as Bad Debt the 2023 Assessment of \$259.78 for Timeshare Unit 13H.

Motion to approve the Finance Committee recommendation to the Board of Directors to Write-Off as Bad Debt the 2023 Assessment of \$259.78 for Timeshare Unit 13H by M. Berry

seconded by D. Kimball

Motion approved by unanimous consent Res 2024_08_10

2024 Reserve Projects

- Road Repairs – **Budget \$41,769**
 - **Total Project Cost – \$48,813.52**
- Pool – Propane Boiler Heater – **Budget \$35,875**
 - **Total Project Cost – \$34,783**
- CH – Doors, Main Entrance – **Budget \$7,431**
 - **Total Project Cost – \$5,445.78**
- CH – Propane Water Heater – **Budget \$10,849**
 - **Total Project Cost – \$7,705**
- CH – Security Surveillance System – **Budget \$11,826**
 - Total Project Cost –
- Admin Garage Doors – Roll Up, Sectional – **Budget \$6,284**
 - **Total Project Cost – \$5,640.47**

- Admin Bldg. – Exterior Painting – **Budget \$10,763**

- **Total Project Cost – \$10, 692**

Grounds Report

Bruch clearing at the Intersection of Trafalgar Dr. & Windship Dr. is currently underway.

Completed Projects in July:

- Painting the Storage Lot lines and numbers.
- Painting the Speed Humps, Entrance Area, Stop Bars at the Baycliff Intersection and Clubhouse Parking area.
- Weed Control in both Storage Lot A-B, Tennis Courts and Clubhouse Facility
- Bark has been placed at the Gate Entrance Landscaping, Windship Median and Clubhouse Facility.

Safety/Staff Meeting Report

No meeting scheduled as of this report.

Old Business:

- APP XIII - Publications Committee: Second Read

Motion to approve APP XIII - Publications Committee as written by M. Berry

seconded by M. Connor

Motion approved by unanimous consent Res. 2024_08_11

- Elections Review Committee Final Report.

Motion to approve the Elections Review Committee Final Report as written by S. Stanton

seconded by M. Connor

Motion approved by roll call For 7 Against 2 Abstain 0 Res. 2024_08_12

New Business:

- **Elections Committee request to extend the deadline for letters of intent from prospective candidates from September 15th to the 16th**
- **Elections Committee proposes an in-house paper ballot election for 2024.**

D. Kimball and G. Genter had a private meeting to discuss the validity of the in-house voting process. G. Genter copied unedited general procedures from 2015 on the ballot tabulation. This did not include an allowance to prepare the ballot mailing according to the time restraints of the date of record. No noted date for an observation event was presented to validate the quorum for the membership meeting.

The Elections Committee requests to change the Annual Membership meeting date from Tuesday December 10, 2024, to December 8, 2024, to encourage more in-person or zoom attendance.

Motion to approve a change to the Annual Membership meeting date to December 8, 2024, by P. Miles seconded by M. Connor.

Motion approved by unanimous consent. Res. 2024_08_13

- **Pool safety equipment placement**

B. Goldstein to be discussed the placement of the pool rescue hook be placed on a fence next to the pool. The General Manager assured the Board at our last Department of Health inspection the placement of the pool safety equipment is in its proper place. Discussion has been postponed to a future meeting.

- **Pedestrian Safety survey**

Motion to approve the Pedestrian Safety survey as amended by S. Stanton

seconded by M. Connor

Motion approved by unanimous consent Res. 2024_08_14

Committee Reports: Committee summaries are located on the KPOA Website for review.

2024 Board Goals:

1. Maintain two-hour Board Meetings
2. Standardizing formatting APPs
3. Review Election process
4. Increase the Membership & KalaPointer distribution by 10%

Member Comments in Closing

G. Genter requested to change the final submission date to receive Board seat letters of intent to Monday August 16, 2024.

Motion to change the final submission date to receive Board seat letters of intent to Monday August 16, 2024, by P. Miles seconded by M. Connor.

Motion denied by roll call For 2 Against 7 Abstain 0. Res. 2024_08_15

Recess the August 13, 2024, Regular Board of Directors meeting at 5:30 by M. Lannon

Motion approved by unanimous consent Res. 2024_08_16

Next Meeting – Tuesday September 10, 2024

Prepared by
Felice Thompson
Executive Assistant

Sue Stanton
Corporate Secretary
Kala Point Owners' Association