

KALA POINT OWNERS' ASSOCIATION
BOARD and TRANSITIONAL MEETING AGENDA
Tuesday, December 16, 2025 @ 1:00 PM (Hybrid)

SUPPORTING DOCUMENTS FOR BOARD MEETINGS ARE ON THE KPOA WEBSITE.

Please mute your phones. This meeting is being recorded. All speakers must be recognized by the Chair and identify themselves for the record.

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 and to show respect for each other.

Call Meeting to Order / Establish Quorum

Call for Board of Directors Comments on the Agenda

Approval of the Agenda

Announcements and Member Comments (include ZOOM)

- Article Submission Deadline for the Kala Pointer: December 19, 2025
- Board Orientation: Wednesday, January 7, 2026 @ 10:30
- Next Board Meeting: Tuesday, January 13, 2026 @ 3:00
- Monthly Correspondence: December 16 – January 12, 2026: M. Berry
- Committee Minutes/Reports for Review: Located on Respective Committee's Landing Page on the KPOA Website

Approval of Consent Calendar

- Board Meeting Draft Minutes: November 11, 2025 Regular Board Mtg.

Correspondence

November 11 – December 15, 2025: B. Roach

General Manager Report – Deferred until January, 2026

Unfinished Business (potential action taken)

- Approval of APP XII – Tree Committee
- RCW 64.90 / WUCIOA Progress

New Business (potential action taken)

- BMAC Tree Request
- Approve Committee Changes

2025 Board Goals

- Convert APPs to Standardized Format
- Develop a Succession Plan
- Maintain 2-hour Board Meetings

Adjourn Regular Board Meeting

Transition Board Members

Retiring Board members exit their seats and the newly elected Board members take their seats.

Election & Appointments of Officers by the Board

- President:
- Vice President:
- Secretary:
- CFO:

Assignment of Board Representatives to Standing Committees

Committees of the Board

Architectural Committee			
Tree Committee			

Advisory Committees

BMAC	
Elections	
EPC	
Finance	CFO
Grounds	
Internal Control	
Personnel	Pres / VP / CFO
Publications	
Social Plus	
WUCIOA/CALG Liaison	

Assignment of Board Representatives to Monthly Correspondence

Jan 13 - Feb 6, 2026	
Feb 7 - Mar 6	
Mar 7 - Apr 10	
Apr 11 - May 8	
May 9 - Jun 5	
Jun 6 - Jul 10	
Jul 11 - Aug 7	
Aug 8 - Sep 4	
Sep 5 - Oct 9	
Oct 10 - Nov 6	
Nov 7 - Dec 11	
Dec 12 - Jan 8, 2027	

New Business (potential action taken)

- Motion: Is there a motion for financial affairs as follows:
 1. President _____, Vice-President _____, and Secretary _____ be authorized to sign legal, financial, and contractual documents as approved by the Board.
 2. Chief Financial Officer _____ be authorized to sign all financial documents as approved by the Board.

3. Effective December 16, 2025, these officers shall be signatories on the accounts of all designated banks and financial institutions.
4. The following policies are restated as still in effect:
 - a. All checks over \$2,000.00 require two signatures.
 - b. Transfers between KPOA bank accounts within a bank or financial institution shall be allowed only by signatories, with only one signatory required. There is no maximum on this amount. This includes transfers by phone, online, or in person.
 - c. Only one signatory is needed to establish a new account within a KPOA bank or financial institution that holds a complete master signatory card.
 - d. The KPOA General Manager is authorized to oversee the finances of the KPOA to include investments, money transfers via online banking, and to contact KPOA banks regarding balances, transaction status, signatory names on file, and any other information relating to KPOA accounts except personal information of the signatories.

- Emails for New Board & CoB Chairs
- 2026 Meeting Dates/Times
- Training for New 'Payment Approvers'
- 2026 Goals
- RCW 64.90 / WUCIOA

Member Comments in Closing (include ZOOM)

Adjourn Board Transitional Meeting