KGCA Board of Directors Meeting Minutes

August 13, 2011 8 AM

Kahler Glen Conference Center

Board Members in attendance: Mike Wandell, Jim Farmer, Carol Pierce, John Bennett, Carol Billesbach, Bud Olsen

Also present: Nancy Miller

The meeting was called to order by Co-President Mike Wandell at 8:08 AM. He announced that a quorum was present.

Bud Olsen moved and Carol Pierce seconded a motion to approve the minutes of the July 8, 2011 Board meeting and the motion passed unanimously.

**Treasurer’s Report**: Jim Farmer presented the Treasurer’s report. He noted that Esther Christian, our bookkeeper, has been out of town recently. There are a number of owners behind in their assessment payments and Jim plans to discuss this with Esther soon. There are several liens on properties currently. Jim stated that when an owner is 15 days past due, a $10 late fee is assessed. At 60 days past due there is an e-mail and U.S. Mail notification to the owner by Esther. The board briefly reviewed the by-laws on this topic. Jim plans to make personal calls to owners who are more than 60 days past due and liens will be considered once they are $1000 past due. Also, Carol P was asked to put a section in the “Note to Owners” reminding people that invoices are not sent monthly and describing the process we use when owners are overdue. Jim will report back more specifics next month once he’s had a chance to review the accounts with Esther.

**Paving report**: Carol Billesbach reported that the paving project is complete and within budget. She is very pleased with the service we received from Mitchell Paving.

**Infrastructure report**: Mike reviewed the written report that John Greiner submitted to the board. The storm water project near the Henebry’s property has been completed. The pavement near the Athletic Club did not have to be cut, as the contractor used an auger to go under the road. The Henebry’s landscaping was proceeding per the previously approved plan. John G continues to work with two Engineering firms regarding septic system support (after the death of Doyle Burke) and plans to have a recommendation ready for the September board meeting as to which firm we employ. John also reports that names of possible vendors for services are being collected as part of the contingency planning (with the assistance of Nancy Miller and Kaye Marks). Mike mentioned the need for a specific process by which to compare service providers fairly before any decisions are made, and has some ideas on how this might be accomplished. He will work with John G on developing this process. Carol P mentioned that we don’t know if all of the owners that were contacted about noxious weeds have complied and John G will need to follow up on this once he returns.

**Survey Report**: Carol P has been working with the committee of Andi Main and John Ward and has sent a draft of survey questions out to the board. The board had an extensive discussion regarding the questions and as time did not allow evaluation of each question and or any final decisions, the board generally agreed to continue this work via e-mail.

The main points that came out of the discussion were:

* John B will show the survey as in its current form to the Resort Board and ask them again if they would like to submit questions to be included, as they have at this time not sent the committee any questions.
* John B will put the current questions in to a Word document for the board’s use in editing.
* Mike W will soon have further information from Gary Ackerman, the board’s attorney, regarding options we may have in negotiating with the Resort regarding governance/voting, so we may be able to add more specific survey questions regarding this topic.
* The survey committee plans to use Questionpro.com and the board approved a $500 budget for survey expenses. The initial 2 months of service will be $99. The survey will be completely anonymous but will have a tracking feature so that owners that have not responded can be contacted without any linking of answers to a specific e-mail address.
* The board generally agreed that the major section headings from the previous Vision Committee survey be used and the current questions worked in to a similar format so it this is seen as a follow-up survey. Also recommended was that the questions have pros and cons or trade-offs listed when applicable to help owners understand the basis of the question.
* By our next meeting a consolidated survey question list needs to be available, so all inputs need to be received at least one week prior to that meeting.

**Communications**:

Carol P reported on various communications received this month. Included were questions about dues, a couple of draft blogs from John Ward which he subsequently decided not to publish, and a recent question from Jan Donley regarding the status of the lighting policy that the previous board developed. In each instance, Carol has sent each e-mail on to the appropriate board member(s). The board also received a lengthy complaint from an anonymous writer(s) and has no way to respond to this person(s). Carol was asked to put information in this month’s “Note to Owners” regarding the board’s policy regarding complaints. The rules are outlined in the by-laws, but specifically the board needs any complaint to be signed by a property owner at Kahler Glen, be received by the board at our e-mail address or mailed to a board member, and be an actionable complaint (clear, specific, supported by by-laws or policy). Complaints should be received by the board at least one week before the next meeting in order to be assured of airing at that meeting.

**Old Business**:

**Potential board members:** Mike has talked to Ted LaVigne and Carol B has talked to Dave Thorbeck and neither is interested.

**Contingency plan**:

By the next meeting Mike suggested that we need a vetted process for how the contingency plan is going to be evaluated. This plan was also briefly discussed in John Greiner’s earlier report at this meeting.

**Community governance/Attorney questions**: Mike had hoped to have a report to the board by last Thursday, but this was delayed. He will send this on by e-mail when available. He discussed two general options we may have in our negotiations, one that does not involve changes in the by-laws and one that does. There will be significant cost differences in the two and Mike’s feeling is that the best option is to negotiate with the understanding that changes in the by-laws will be required as there may be a number of areas that need revision. The board discussed this briefly but until further information is available, no decision can be made. Mike also asked John Bennett, as the Resort board representative, to supply him with a copy of the deed of trust and sales agreement between the Resort and Glenn Week. Our attorney would like to review these in conjunction with his evaluation of options available for changing the voting process.

**New Business**

**KGCA Policy on Actionable Complaints**: See above under Communications section.

**Outdoor fires**: An owner wrote to the board regarding concerns about several owners with outdoor wood burning fireplaces. There is a restriction in the covenants regarding this and the board has asked Carol P to review this restriction in the “Note to owners” this month.

**Next meeting**: The next meeting of the board will be Sept 17, 8 AM, at the Kahler Glen Conference Center. The following meeting will be a teleconference on October 22 and more information will be available on that once the conference is set up.

The meeting was adjourned at 10:30 AM.

Respectfully submitted,

Carol Pierce

Secretary