**KGCA Board of Directors Meeting Minutes**

**2-11-2012 1 PM**

**Kahler Glen Conference Center and Teleconference Connection**

**Board members present:** Carol Pierce, Carol Billesbach, Mike Wandell, John Greiner, Jim Farmer, and John Bennett

Also present: Bill Miller, Nancy Miller

The meeting was called to order at 1:16 PM and the presence of a quorum was established by Co-President John Greiner.

**Minutes:** Mike made a motion to approve the minutes of the January 15 minutes (as previously amended via e-mail exchange and posted on the website). The motion was seconded by Jim and passed unanimously.

**Communications report:** Carol P reported that an e-mail was received from Bill Miller. Bill sent a draft notice that he suggested be laminated and posted on the dumpsters as well as possibly handed out to renters. This notice gives information on recycling options in the area. Mike volunteered to edit the notice down to about 25 words and the plan would then be to laminate and post this notice on the dumpsters. Carol P will again mention recycling in her communication to owners and will request that the rental office add some information on recycling in their handouts to owners.

Carol also reported that Judy Edward sent an e-mail regarding the flag lighting. The condo board feels that the current lighting is sufficient and is against any further lighting of the flag.

Nancy Miller sent an e-mail to John G and Carol P concerned about the narrow lane of plowing on the roads during the recent heavy snow. She noted the possibility that emergency vehicles may not be able to access certain areas. She also mentioned that the fire hydrants were buried by snow and that with the abundant snow the board might consider a notice to owners regarding the need to check their roofs, garages, etc. Finally, she mentioned that Ranger Rick Halstead is looking for people to volunteer to pack snowshoe trails and that this work is considered strenuous.

Kaye Marks e-mailed the board with an update on the AED unit and advised that Brian Pulse, the Ambulance Head at Cascade Medical, checked the old unit in the restaurant and it has good batteries but needs new pads. He has ordered these and they will be installed courtesy of the Cascade Medical Foundation. He offered to install a new unit in the Athletic Club which would remain the property of and be maintained by Cascade Medical. He will include a training class and CPR training to be held at the Athletic Club.

In response to these communications, John G mentioned that the snow loads were weighed and not deemed a problem. He talked to Bruce and the other issues regarding snow were addressed. After discussion of the flag lighting issue, it was agreed that Carol P will send John G an internet link to a site that offers solar lighting specifically supplied for flag illumination. John G. had previously found a 50 W LED light that he was recommending, but there was concern about the brightness of this light. John G. will also look in to better illumination of the flag by the Haight memorial site. Jim has a new flag now available.

Also under communications, John G mentioned a concern regarding the septic system of the E condo bldg. Mike Britt (Resort employee) recommends that we communicate to owners that if they experience an infrastructure problem at Kahler Glen, that they should contact someone in authority at Kahler Glen rather than try to address the problem themselves. This concern came about after an owner tried to disable a septic alarm in the middle of the night. John Bennett is going to check to see if the correct phone number is posted on the alarms and that there is an appropriate after hours message detailing who to call for urgent infrastructure issues. Once it has been verified that this system is in place, Carol P will communicate this to owners.

**Treasurer’s Report:** The following is Jim’s written report

*January resulted with just a couple of notable line item discrepancies, most due to timing. Revenue was $1.5k short of budget due to the continued withholding by a handful of owners. The insurance bill of $1.6k was paid in January. Landscaping/grounds was $1.8k over budget for January but still below budget YTD. The net effect was a positive variance to budget of roughly $2.3K. Our funds on hand between Checking, Cash management and Replacement Reserves is $217,012.*

Jim reported that he found that we had an incorrect address for one of the owners that he’s been trying to notify of an impending lien. He’s in the process of correcting the address. Also he found out that we were mistaken about a lien on one owner, and we don’t have one but the condo association does. He’s going to work with the condo association treasurer and their lawyer to see if we can move jointly against this owner, as there has been some initial legal work towards foreclosure proceedings. John B moved that the board authorize Jim to work on behalf of the KGCA in concert with the condo association in processing a lien and/or other legal steps necessary against the individual that is in arrears to both associations. Carol P seconded and motion was approved unanimously.

Mike moved and Carol P seconded a motion to approve the treasurer’s report. The motion passed unanimously

**Old Business:**

**Memorandum of Understanding:** Mike made a presentation today to the Resort Shareholder’s meeting with the information about the joint committee’s progress to date. He has received information from Gary Ackerman, the KGCA attorney, regarding what we need to do to change our documents and Gary estimates that all the legal work required to revise the Articles of Incorporation, Covenants and Bylaws, as well as reviewing the MoU and other work will be in the range of $25-30,000. Mike heard no objections from the shareholders regarding the direction of the joint committee negotiations at this morning’s meeting. Work has been continuing on the Services Agreement and a draft was reviewed by Mike and edits suggested. Mike’s next step is to update the MoU to address other issues once the Service Agreement section is completed. Mike suggests that the Joint Committee initial the pages of the Service Agreement once we all agree to it and proceed with it as our working agreement. He feels that since it’s a part of the whole package, we should not sign off on it until we have agreement on the remainder of the MoU and community support. He notes that once we’ve reached the agreement, we need to work hard at communicating this information to the community and assuring that we have received proxies from as many of the non-attending owners as possible. We should not proceed with any of the legal work until we have this support.

**Annual Meeting Date:** Esther can give us preliminary numbers for the fiscal year 2011-2012 budget vs. actual in time for presentation at the annual meeting. Since this has been established, the annual meeting will be May 5 at 10 AM at the Lake Wenatchee Recreation Club. March 17 will be the next KGCA board meeting at 9 AM via teleconference. Another board meeting is set for April 14 at 9 AM on the west side and via teleconference. Jim will have a preliminary budget for the March 17 meeting and we can finalize on April 14.

**Contingency Plan:** John G reported that he has sent out to the board a revised letter to be used to inform prospective resort managers of the requirements of the job. There are 4 potential candidates that he will be contacting. This will be necessary only if the Resort no longer is providing services to the KGCA.

**Conference Equipment:** Jim made a motion that we purchase a communication device (Polycom) for use at board teleconferences with a budget not to exceed $350. Mike seconded the motion and it passed unanimously. Mike will take action on this and have it available at the next meeting.

**Snowshoe trails and signs:** John B reported that the liability issues have been addressed and there is no need for the KGCA to take any additional steps regarding this. Mike will proceed with purchase of the previously authorized signs. John B will take Bill Miller’s plan to Bruce for approval. John B and Mike W will tramp out the trail once signs are acquired.

**First Responder update:** As noted above, new AED will be placed in the Athletic Club and new pads will be place on the AED at the restaurant. On Feb 25 at 9 AM at the Athletic Club there will be a CPR class and AED usage class. This is open to the community. The board thanked Kaye Marks and Nancy and Bill Miller for their help with this project.

**New Business:**

**KGR Share Reduction**: The Resort board has sent a letter to the KGCA board requesting a reduction in the number of shares it is required to pay. Mike recommended that the Resort’s request for share reduction be sent back to the joint committee as it is a part of the MoU discussions. John G will advise the Resort board that the KGCA board has tabled their request for share reduction and sent their request on to the joint committee for discussion as part of the whole MoU package.

**Bow Hunting at Kahler Glen:** Further details have come to light on this issue. An owner has written to John G advising that in September he noticed a deer lying in a neighbor’s driveway. A KG resident and his son walked up and told him that they’d shot the deer with a bow and arrow in their driveway but it had kept moving after being hit. Our documents only speak of a prohibition of firearms. John G recommends that our covenants be modified to include prohibition of use of archery and air guns. The community would have to vote on this covenant change. Jim moved that we make a rule that adds archery and air powered weapons to the list of prohibited weapons on KG grounds, to be in effect immediately. At the next time covenants are amended, this will be presented as a covenant change. Due to an oversight, this motion was not seconded or voted upon. Carol P was asked to make mention of this in the note to owners.

**Infrastructure discussion:** John G prepared a document showing the land under which the water system lies. On the back nine, most of the system lies within the roadways. On the front nine it lies in a lot of different places and it would be impossible to completely define these areas. Pursuing ownership of this property is not feasible.

**Water system stand-by pump purchase:** Carol B recommends deferring until the spring and feels that Tumwater would be the best provider to use.

**2012 Service Agreement:** Most of the board has not seen the draft agreement and Mike has done some mark-ups that need to be addressed. John B will review and amend the document in light of Mike’s suggested edits. He will then have John G and Mike review that and a cleaned up document will be sent to the rest of the board. John G will then schedule a board teleconference for further discussion of this document.

**Public Forum:** Bill Miller reports that on Saturday, February 18th from 5-7 PM there is a spaghetti feed for Jerry Andrews, a volunteer fire department member. This is a fundraiser to help defer medical costs. He also mentioned a new “adopt-a-family” plan for athletic club membership and those interested can contact any athletic club member for information. It was suggested that the board contribute to the fundraiser that Bill M mentioned, but the board decided that since we’d be spending our member’s money, we should not arbitrarily pick this cause to support. One idea was to put a category in the budget for support of local charitable causes and have a subcommittee of owners help decide the recipients each year. Carol P will mention the fundraiser in the note to owners.

The meeting was adjourned at 4:10 PM.

Respectfully submitted,

Carol Pierce

Secretary