Kahler Glen Community Association

Board Meeting Minutes

November 3, 2012 – 9:03 a.m. – by teleconference

The meeting was **called to order** at 8:02 a.m. by President Michael Wandell.

Also **present** were: Jim Farmer, John Greiner, Nancy Miller, Carol Pierce, Bud Olson, Dave Reynolds and John Bennett for the Resort.

Mike Wandell declared that a **quorum** was present.

**Minutes**

John Bennett suggested that the minutes be amended by the clarification in the section on Reserve Studies/CPA Review that John Torrance met with Mike Britt (addition of surname Britt). There was general approval. It was moved by Nancy Miller and seconded by Carol Pierce that the minutes be adopted as amended. Motion passed unanimously.

**Communications**

Carol Pierce reported several communications.

1. Darren Stober suggested that a temporary policy be enacted to alter fire practices in Kahler Glen be put into place until the suggested amendment can be placed before the community. The possibility of a pilot project was raised. The question of urgency was discussed. Given the strength of the prohibition in the covenants, there was consensus not to change practices until the community has reviewed the covenants. Carol Pierce will write a letter to Darren Stober.
2. Mark Braegelmann, Rex Rathbun, Joe Schick, and Kaye Crandall have all contacted us as being willing to assist in the review of the books. Dave Reynolds will write responses.
3. A letter was received from Mary Hunter with information concerning possible restaurant managers.

**Treasurer’s Report**

There was no Treasurer’s Report. Jim Farmer will send a written report to the Board. Jim Farmer reported that several liens were refreshed, and three liens have been paid off. Jim Farmer reported that the cost of a litigation guarantee is based on the size of the lien; in our cases it would be about $400. Carol Pierce read from previous minutes that securing these litigation guarantees had been approved by the Board. Jim Farmer will follow up.

**Infrastructure Report**

John Greiner reported that

1. Architecture Committee will meet over the holiday season; topics are i) introductions, ii) noxious weeds, and iii) dead trees.
2. Pond restoration on Hole 10 is completed.
3. Seasonal inspection of ditches in preparation for winter was completed.
4. A maintenance and operations manual for the septic system is being written.
5. A letter was sent on 18 October regarding the side sewer issue and withheld dues to the appropriate property owner. There has been no response.
6. There is no new domestic water report.

**Reserve Study Status**

Dave Reynolds reported that John Torrance has another meeting scheduled with Bruce Week. The target date for completion is the end of the month.

**Infrastructure, cont.**

Carol Pierce raised the issue of how to contact the resort for property management services 24/7. John Bennett replied that there is a list of telephone numbers available to the Community Association. John Greiner specified that the major concern is after-hours response to problems. Dave Reynolds added that the telephone recording should also include the after-hours numbers. Nancy Miller added that the numbers should also be posted at the maintenance shed office door and at the night check-in board at the pro shop, as people might seek assistance there. It was agreed that the policy could be ‘tweaked’ if the numbers were overused.

Carol Pierce asked about the reporting required by the service contract. Board members have not seen reports. John Greiner reported that he receives invoices and attachments for extra charges in non-electronic form. He does not receive general reports. John Bennett will check with resort staff. John Greiner suggested that he and John Bennett meet with Karen Bauder to set up an efficient reporting system. John Bennett agreed. Carol Pierce referred to section M of the service contract, which is the section on documentation of work hours, as specifying what is needed.

**Old Business**

1. Outdoor fire issue was dealt with under Communications.
2. Mike Wandell reported on the club-house AED. He talked to Brad Ulrich at the Pro Shop and Brad said that Chelan County Fire Protection had repaired the AED and it was fully functional. That information was added to the minutes of the last meeting. Mike W affirms that he contacted by telephone and John G’s information is that the device is not operational. John G will go to the club-house and do a physical inspection to make sure the device is in the box. John Greiner has been unable to contact Mr. Pulse at Emergency Services.
3. Mike Wandell reported on the MOU process. There have been some changes which have delayed the schedule. The Resort has met with Glenn Week. John Bennett sent out updated drafts yesterday.

**New Business**

Mike Wandell raised the issue of contingency planning. John Bennett stated that he saw no need for contingency planning, as the Resort is planning and no options involve the disruption of service.

**Public Forum**

No guests were present.

**Adjournment** @ 10 a.m. Several Board members moved and seconded the motion for adjournment. Adjournment was unanimous.

Respectfully submitted,

Nancy Miller

Secretary, KGCA Board