

Kahler Glen Community Association  
Board Meeting Minutes  
7 September 2014 – 9 a.m. – Teleconference

President Michael Wandell called the meeting to order at 9:07 a.m. Other board members present: Carol Pierce, Dwight Miller, Paul DeWees, Dave Thorbeck, Kathryn DeMeritt and Brook Fritz. Also present at the invitation of the Board were Gary Marks (Manager) and John Christianson.

Mike Wandell noted the presence of a quorum. Following is a summary of the agenda:

- Review & Approval of Minutes
  - Communications Report - Carol Pierce, KGCA Vice President
  - Treasurer's Report - Dwight Miller
  - Property Manager Report - Gary Marks
  - Executive Session
  - Director's Reports
  - Old Business
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A motion was made by Carol and seconded by Dwight to approve the August 23 Board meeting minutes. The motion was approved unanimously.

**Communications Report (Carol Pierce) —**

Carol reported there were no requests for the teleconference meeting dial-in number.

Carol stated there has been significant back and forth communications between the KGCA Board and its employees and the LLC Board and its representatives regarding LLC complaints about restricted restaurant access due to remodeling, money believed owed the LLC for the 8th green repair, dead trees on the golf course believed to be KGCA's responsibility to remove, and other issues. Carol said that in a recent conversation, an LLC board member agreed to make a motion to his board to uphold the agreement made by Mike and Bud to have these conversations occur between the respective managers. Mike said in terms of KGCA/LLC board communications, Rob Casad is the appointed liaison. He added that it is apparent the LLC Board is not being apprised of directives and communications coming from the LLC. He said the KGCA Board's concern is that we do not know how LLC decisions are being made. Mike and Carol both noted they have asked the LLC to point out sections in the lease that back their positions. Carol suggested passing a motion to instruct Gary and CAST to only communicate with Randy, the golf course manager, and not with individuals saying they are representing the LLC but who may not be communicating the LLC Board's views.

The Board also discussed an unacceptable situation resulting from a disruptive outburst at the August 23rd KGCA Board Meeting, plus the subsequent threats to and harassment of KGCA employees and our restaurant lessee by a LLC board member. These unwelcome interferences impede the challenging work of the Board on behalf of the entire community, and have caused confusion, misdirection and reduced productivity of KGCA personnel. Further, actions such as these run contrary to the verbal understanding made on behalf of the KGCA and the LLC by its two presidents to empower their respective onsite managers to work out operational issues on their own. A motion that a letter be sent to the LLC Board

notifying them such behavior would not be tolerated and that it is unacceptable for the members of *either* board to direct, instruct or harass the staff of the other organization in their official capacity, was approved unanimously. It was further resolved that disputes between the parties that cannot be resolved between the two onsite managers as previously agreed follow the dispute resolution procedure defined by the lease between KGCA and the LLC.

Next, Mike expressed enthusiasm for the success of the Fire & Ice party and asked whether the Board needed to do anything. Carol said that she and Kaye had already sent thank you notes to the auction donors and musicians. Gary mentioned hearing positive things about the party.

Paul asked what record keeping is being done to track communication issues and Mike responded.

#### **Treasurer's Report (Dwight Miller) —**

Mike mentioned two important items: the KGCA income tax filing and the quarterly financial report due to Gesa. Dwight said he sent Esther a note last week inquiring about the status and will follow up again with her. Carol asked what form the financial report needs to take. Gary said our regular financials will do. Dwight again brought up Esther's increased workload and her recent request for a raise. After a short discussion, Dwight made a motion to increase Esther's salary to \$1,000 a month. Carol seconded; the Board approved unanimously.

#### **Property Managers Report (Gary Marks) —**

Gary mentioned that bears continue to be a problem with the garbage. He said the Department of Health is helping pull together data we need. He mentioned there have been a lot of night/weekend technical requests related to lodging services (i.e. TV not working, etc.), and he is drafting a service agreement to address this. He added the same support would be offered to residents. He said there seems to be an expectation that CAST will handle off-hours lodging issues even though the LLC runs the lodging business. Lastly, Gary said the scrap metal has been removed from the maintenance area.

#### **Executive Session —**

Carol made a motion to go into executive session; Paul seconded; the Board approved unanimously. The main topic of the executive session was the status of a submission due to the Department of Ecology on September 1st – the requirement for which KGCA was not notified at closing as required by the purchase agreement – and the legal status of community wells and water rights uncovered while addressing this requirement. Paul and John Christianson agreed to help Gary sort out what needs to be done. Carol made a motion to leave executive session; Paul seconded; the Board approved unanimously.

#### **Information Technologies Report (Paul DeWees) —**

Paul discussed creating a secure cloud space for sharing documents. He noted we need to migrate to our new website before the next board meeting because our current website will expire. He added the KGCA site may need to be down for a day or two while the transition happens. Paul mentioned that he had talked directly to Randy and Karen at the Proshop about the golf course web page, and that he offered to incorporate their information as requested.

**Old Business —**

Mike stated that legal counsel informed him the KGCA leases made available for public viewing may not have any information redacted. Mike suggested that the motion made at the August 23, 2014 meeting, “that paper copies of both the restaurant and golf course leases be made available with any confidential information redacted by the tenants,” be amended to, “paper copies of both the restaurant and golf course leases will be made available at the Conference Center.” Paul made the motion; Carol seconded; the Board approved unanimously. Mike and Gary agreed to place copies of the leases in the Conference Center. Gary suggested the cabinet be locked so the documents remain secure. To view the leases, Gary should be contacted.

The next meeting was scheduled for October 12th at 8:00 a.m. via teleconference.

Paul made a motion to adjourn; Kathryn seconded; the Board approved unanimously. The meeting was adjourned at 11:15 a.m.

**Addendum —**

Shortly after the August 23 meeting, the Board received a request from the Architectural Committee to approved two house plans, both of which were slated to begin excavation within a few days. The Architectural Committee recommended approval. Due to timing, the vote was conducted by email. Kathryn made a motion to approve house plans; the Board approved unanimously.

Respectfully submitted,  
Kathryn DeMeritt, Secretary  
Kahler Glen Community Association Board