



- I. **Call to Order** 19:01
- II. **Attendance/is there a quorum present?**
 - a. Jon Hall – President
 - b. Robert Adams –
 - c. Robert Sladek – Secretary/Webmaster
 - d. Mary Norris – Vice-President
 - e. Ross Paternoster – Treasurer
 - f. Theo Presswood – Director
 - g. Darcy Loerch – Director
 - h. Amanda Cox – Associa Mgr.

III. **Visitors**

NAME	Discussion Topic(s)
<u>Travis Knutson</u>	
<u>Mark Sheridan</u>	

IV. **Agenda**

Proposed Changes:	Accepted?
<u>Insurance Decision</u>	
<u>Pool Repair; Fence Repair.</u>	
Motion to Approve	Second
<u>Robert Sladek</u>	<u>Ross Paternoster</u>
Aye	Nay
<u>4</u>	<u>0</u>
Result	<u>Pass</u>

V. **Approval of Minutes**

Proposed Changes:	Accepted?
Document Title	Motion to Approve
August 2020 Minutes	<u>Robert Sladek</u>
Second	<u>Jon Hall</u>
Aye	Nay
<u>5</u>	<u>0</u>
Result	<u>Pass</u>



Board of Directors Meeting

VI. Calendars

- a. Review BOD Annual Calendar (Annex A)
 - i. Update?
- b. Review Meeting Calendar for CY2020

Month (CY2020)	Date	Day	Week		Month (CY2020)	Date	Day	Week
Jan	23	Wed	4th		Jul	16	Thu	3 rd
Feb	20	Wed	3 rd		Aug	20	Thu	3 rd
Mar	27	Wed	4th		Sep	17	Thu	3 rd
Apr	25	Thu	4th		Oct	15	Thu	3 rd
May	28	Thu	4th		Nov	19	Thu	3 rd
Jun	18	Thu	3 rd		Dec	17	Thu	3 rd

VII. President’s Report

- a. Executive Session Checklist
 - i. Delinquencies
 - ii. Legal Issues
 - iii. Violations
 - iv. Performance Concerns
 - v. Other

VIII. Financial Report

- a. Report presentation – Ross Paternoster
- b. ~~Associa Billing/Accounting Issues Update~~ Strike
- c. Outstanding invoices – Any for discussion
- d. Discussion
- e. Upcoming budget:
 - i. Need insurance quotes before we can complete.

IX. Old Business/New Business

- a. ACC – Report (Non-Executive)
- b. Action Items
 - i. Review/Update Old Actions (action items list).
 - ii. New Actions:

Assigned	Action	Due Date
<u>Amanda, Jon, Ross</u>	<u>Work with insurance company to get more quotes</u>	<u>09/24/2020</u>
<u>Rob Sladek</u>	<u>Check Breaker for Pool Lights</u>	<u>09/20/2020</u>
<u>Amanda</u>	<u>Get repair recommendations from GCA and schedule BOD meeting</u>	<u>09/24/2020</u>

- c. Contracts
- d. Common Areas



- i. Club house
 - 1. Lighting Update - complete
- ii. Tennis Courts
 - 1. Future Repairs/Enhancements (e.g., pickleball lines) complete,
Rob to submit expense report.
- iii. Sprinkler system status
- iv. Landscaping
- v. Sidewalk repairs
- vi. Perimeter Fence Repairs
 - 1. Large Gate at North end – Jon added a new strap hinge.
 - 2. South end behind the Curtis house. Contractor to start this Saturday.
- vii. Pool Issues: pressure still low
 - 1. Off Season Repairs – BOD to meet and discuss
 - a. South light needs to be looked at very closely to ensure proper wiring, Led lights?
 - b. Re-surface
- ~~viii. Sidewalks~~
- ~~e. New Business-~~
- ~~f. Resolutions~~
- ~~g. Website~~
- ~~h. Other Topics~~

X. Business Meeting Record

a. Motion to:

Motion to Approve	Second	Aye	Nay	Result
<u>Choose an item.</u>	<u>Choose an item.</u>			

b. Motion to:

Motion to Approve	Second	Aye	Nay	Result
<u>Choose an item.</u>	<u>Choose an item.</u>			

XI. Adjourn Regular Meeting

- a. Dismissal of visitors
- b. Proceed to Executive Session.
- c. Adjournment Time Click or tap to enter a date.

Motion	Second	Aye	Nay	Result
<u>Robert Sladek</u>	<u>Ross Paternoster</u>	<u>5</u>	<u>0</u>	<u>Pass</u>

These Minutes were reviewed and approved by KWPOA BOD on October 15th, 2020


 Jon Hall: President (2020)

11/15/20
 Date



Annex A: KWPOA BOD Annual Calendar

KWPOA Annual Calendar and Action List				
		ACTIONS	Meetings	Events
JAN	1	o--Mail Notice of Annual Meeting in Feb (30 day notice)		<i>Dues - Semiannual</i>
	2	(Notice includes request for nominations)		
	3	o--Review Annual Minutes / Financial Statement	Monthly Meeting -- Preparation for Annual Meeting	
	4	o--Decision req'd: Continue w HCMS? 30day notice by 28th Jan		
FEB	1	o--Handcarry Proxies / Request for Nominations		
	2	o--Insurance quotes expected for Property & BoD Liability		
	3	o--Elect new Directors. Elect Officers	ANNUAL MEETING / ELECTIONS / HCMS support @ MEETING	
	4	o--Notify HCMS of updated Roster of Directors and Officers		
MAR	1	o--U/D Web site BoD list / signature authorities (HCMS & Bank)		
	2	o-- Insurance quote expected for Flood		
	3	o--Renew Insurance -- Property & BoD Liability	Monthly Meeting	
	4	o--Complete Fraud Risk Inquiry / Legal issues letter for Auditors		
APR	1			
	2	o--Renew Flood Insurance		TLV Annual Picnic
	3	o--Renew Electricity contract?	Monthly Meeting	
	4			
MAY	1	o--Renew Landscaping contract??		
	2			
	3		Quarterly Meeting / HCMS support @ Meeting	
	4			Memorial Day
JUN	1			
	2			
	3		Monthly Meeting	
	4			
JUL	1			<i>Dues - Semiannual</i>
	2			4th of July
	3		Monthly Meeting	
	4			
AUG	1			
	2			
	3		Quarterly Meeting / HCMS support @ Meeting	
	4			
SEP	1			Labor Day
	2			
	3	o--Request Treasurer to draft budget for following year.	Monthly Meeting	
	4			
OCT	1	o--Auditor contract		
	2	o--HCMS completes IRS tax & TX franchise tax filings		
	3	o--Verify tax filings completed by HCMS	Monthly Meeting - Review proposed budget for next year	
	4	o--Submit Annual Budget to HCMS/Letter to Prop Owners on change		Halloween
NOV	1	o--HCMS submits Mailout request to their contractor		
	2			
	3		Quarterly Meeting / HCMS support @ Meeting	Thanksgiving
	4	o--Poll previous Directors on interest in running for election		
DEC	1			
	2	o--Request HCMS issue Notice of Annual Meeting in Feb		
	3		Monthly Meeting	
	4			Holiday Season



Board of Directors Meeting

