



## **Board of Directors Minutes**

February 18, 2016

(4:30 PM King's Deer Golf Course Clubhouse)

**Members Present:** Stephanie Waltman (President), Kathy Carlson (Secretary), Joe Carlson (Treasurer), Dan Snelling (ACC & NW), Patrick Staffieri (Common Areas, CEOC & NEPCO), Joe Willis (VP) by phone, Kris Salo (Director at Large)

**Meeting was called to order at 4:35 PM by Board President Stephanie Waltman.**

Joe Carlson made a motion to convene in Executive Session to discuss personnel and management matters. Pat Staffieri seconded the motion, and the motion carried unanimously.

**The Board entered into Executive Session with only Board members present.**

Dan Snelling arrived and entered the Executive Session at 5:15 PM. The Board emerged from Executive Session at 5:30 PM.

**The regular meeting of the Board of Directors reconvened.**

Board President Stephanie Waltman reported that in Executive Session the following decisions were reached upon majority vote of the Board of Directors.

- 1) Executive Director was instructed to take office laptop home nightly during winter months. Referencing the policy set by the Board on December 9, 2015, one day vacation leave shall be charged for no work performed February 1-3, 2016. It was further decided vacation leave will be charged when no work is performed due to inclement weather.
- 2) Request for Proposal for management services shall be sent to at least three companies, with a draft copy first sent to Board members for comment on or before 10 days from this date.

Manager Report attached

I. Officers' Report

A. President

1. Establish Water Resources Committee

J. Carlson and Staffieri will head the Water Resources committee for King's Deer

J. Carlson stated that there are 422 active wells in King's Deer and of those 61 over pump. Snelling recommended that the representatives meet with the State Division of Water Resources people and ask them what our options are.

2. Review Insurance coverage

Members requested more information on several items on the status letter received from State Farm.

3. Release of Lien -19220 Sixpenny Lane – this lien was done in 2011 and per an email from John Highhouse, President of King's Deer at that time it was recommended to dismiss the case. Because the property is being sold a Title company wanted a signed Release. The Board members approved the President signing the Release.

4.

B. Vice President –

1. Office and weather

Covered in executive session discussed with director

C. Secretary

1. Approval of January BOD minutes  
Salo abstained. J. Carlson moved to approve. Patrick seconded motion, Motion approved unanimously.
2. King's Living Magazine  
Tabled until March 17<sup>th</sup> meeting

D. Treasurer

1. January Financial Report  
1120-H tax return has been done, signed and will be mailed on Friday, 2/19/2016.
3. Disbursement procedures  
Tabled by J. Carlson

II. Directors' Reports

A. Common Areas

1. Landscape Unlimited (KDGC) doing common area maintenance  
Chris Lewis and Staffieri are meeting next week to discuss frequency of work involved. Staffieri will also be checking local, historical, and actual cost to decide whether or not they outweigh the estimate from Landscapes Unlimited. It might be that the local vendors will provide the necessary services for less.
2. Transportation corridor plan, Department of Roads is just a subsidiary of State.  
Staffieri will start going to the meetings and will contact other individuals who are interested.

B. Covenant Enforcement

1. February Report – Meeting cancelled – no issues

C. Architectural Control Committee –

Snelling stated that the Committee has approved two new construction projects this year.

D. NEPCO – no meeting this month

E. Neighborhood Watch

1. Neighborhood Watch Community Coordinator  
Snelling stated that the new coordinator for King's Deer will be Randy Wood. He does not recommend putting up more and newer signs, and there are no issues in the community at this time.

K Carlson moved to adjourn at 6:12PM. J. Carlson seconded motion and motion approved unanimously.

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Stephanie Waltman, President King's Deer HOA

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Kathy Carlson, Secretary King's Deer HOA

Attach:

1. January financials
2. Manager report