



**Board Meeting
Monday, March 7, 2016
1 p.m. – Sandcastle**

Minutes

Attendance:

Dave Schoenholz, Chair
Bruce Stemerman, Treasurer
Marilyn Olson, Director
Will Lehder, Director
Larry Kreyling, Director
John Connolly, Director
Townsend Clarkson, Developer Director

Staff: Jimmy Bailey, COO
Carrie Newbern, Board Secretary
Shannon White, Operations Manager
Maggie Hawkins, Director, HR
Tammy McAdory, Executive Director
Deborah Retalis, Controller

- 1. Call to Order.** Chair Schoenholz called the meeting to order at 12:59 p.m. with a quorum of directors.
- 2. Chair's Opening Comments.** Chair Schoenholz mentioned it was the last regular board meeting for Will, Larry and himself. He thanked staff for an enjoyable experience. Director Lehder seconded the statement.
- 3. Approval of Minutes – Jan. 11 and Feb. 26 board meeting minutes (enclosures).** **Director Lehder moved approval of the Jan. 11 board minutes. Director Olson seconded the motion. The vote carried unanimously. Director Connolly moved approval of the Feb.26 board minutes. Director Lehder seconded the motion. The vote carried unanimously.**
- 4. Ratification of Mail Votes.** **Director Clarkson moved to ratify the mail vote from Feb. 16 approving storm drainage system analysis and design in the amount of \$34,400. Director Lehder seconded the motion. The vote carried unanimously.**
- 5. New Business**
 - A. Comcast Update.** COO Bailey reviewed the basics of the Comcast Agreement. KICA's dedicated Comcast representatives, Jim Bird and Andy Gretton, then reviewed the service analytics. The SRC (service calls per month) were at 2.6% so far in 2016, Reworks (calls for the same issue) were at 2.61% for the 2016 year, ATTR (average time to repair) is 66 hours for 2016 and ATTI (average time to install) was 10 hours.
 - B. Town Hall.** COO Bailey reported on the Letter of Intent sent to the Town of Kiawah Island on Feb. 26 for Town Hall. He reviewed how the purchase price of \$1,575,000 was determined. COO Bailey requested that the board consider sending the formal Letter of Intent (LOI - read during the meeting). After some discussion, **Director Stemerman moved approval of the LOI as read and a \$100,000 deposit. Director Clarkson seconded the motion. This vote carried unanimously. Director Connolly made a motion authorizing the COO and Chair to proceed negotiating the purchase of**

town hall. Director Olson seconded the motion. This vote carried unanimously.

6. COO Reports

- A. **Unbudgeted Expense Report** – COO Bailey reviewed the additional expenditures of drainage repairs to Fish Hawk Lane, Pintail Pond outfall, Ibis Pond gates, and Cougar Point cart path. He also reviewed an emergency capital expenditure for replacement of the v-gate barcode reader.
- B. **Major Repair and Replacement Report.** COO Bailey reviewed the 2016 MRR projects.
- C. **Miscellaneous Updates.** COO Bailey reported the general voting cutoff for the annual meeting election was Friday at 5p.m. and the proxy cutoff of 3/9 at 5p.m. He reported that the auditors completed their work and that this would be Deborah Retalis’s last board meeting. COO Bailey then presented the outgoing Chair Dave Schoenholz with a gift for his very much appreciated leadership throughout the year.

7. Other Board Member Comments. Director Kreyling wished Mr. Fishburn’s wife a speedy recovery and thanked outgoing chair Dave Schoenholz for a great job he did. The other director’s echoed those comments, as well as thanks to Director Kreyling and Lehder for their contributions to the island.

8. Adjournment. There being no further business to conduct, the meeting was adjourned at 2:16 p.m.

Submitted by:

Carrie Newbern, Secretary

Date