



**Board Meeting
Monday, July 10, 2017
Sandcastle**

Minutes

In Attendance:

Dave Singer, Chair
Lynn Morgenstern, Vice Chair
Ben Cheatham, Treasurer
Rajan Govindan, Director
Townsend Clarkson, Director
Pumphrey, Director

Staff:

Jimmy Bailey, COO
Shannon White, Dir of Operations
Tammy McAdory, Dir of Communications
Jane Ovenden, Dir of Finance & Admin
Cathy Newman, Secretary

The meeting was made available to members via conference call & live stream.

No member comments were received prior to the start of the meeting.

1. Call to Order. The meeting was called to order by Dave Singer, Chair, at 2:00 p.m., with a quorum of directors present.

2. Chair's Opening Comments. N/A

3. Approval of 5-01-2017 Minutes.

Lynn Morgenstern moved approval as presented. Townsend Clarkson seconded the motion. All were in favor, the vote carried.

4. New Business.

A. The review of the Audit provider was presented and discussed.

As a result of an evaluation of several of the major vendor relationships and recognition that the Audit provider was not shopped in many years a review of services was completed and comparable bids received. Staff recommendation is to stay with our current provider as performance has been consistent and strong; a favorable response was received to the RFP with a reduction to the contract price; and workloads to complete a switch are heavy. This is an annual operating contract. It was noted this information was presented to the FC with no definitive recommendation as a result.

Townsend Clarkson moved approval of the recommendation to retain Robinson Grant as the Audit provider. Cathy Pumphrey seconded the motion. All were in favor, the vote carried.

B. The scope of work and request for funds to renovate the Admin Building were reviewed and discussed.

With the pending move of TOKI to another location in August, KICA is now faced with the repurposing of the space. KICA intends to create meeting space for community groups, provide relief to cramped conditions for admin staff and house the ARB in the near future. As a result of the repurposing several projects are necessary: bridge IT operations to the entire building, appoint meeting rooms, refurbish the lobby and public restrooms, paint and carpet the entire building and minor exterior corrections. Staff recommendation is to approve the scope of work as described with a budget of up to \$125,000 (projected cost plus \$10,000 contingency) and an additional \$25,000 for other unidentified work with board approval for any single item over \$5,000. The source of funds shall be the general fund reserves.

Lynn Morgenstern moved to approve the request. Cathy Pumphrey seconded the motion. All were in favor, the vote carried.

C. The scope of work and request for funds to complete the Rhett’s Bluff Docks project were presented and discussed.

As a result of Hurricane Matthew the bulk of the dock system at RB was destroyed. A two phase approach was employed to allow time to assess the usage and member preferences for design of the amenity. A review of a member survey, usage numbers, permit restrictions and numerous design options was completed. As a result, staff recommendation is to spend up to \$200,000.00 to install three more floats to the left side (bringing it back to pre- storm condition), reconstruction of the right pier & gangway, and installation of at least one float to accommodate kayakers. The preference is to add back two floats if pricing allows. Funding: \$150,000.00 remaining from the allocation of the hurricane assessment to this project, \$20,000.00 from the reserve budget for 2017 for planned re decking and an additional \$29,000.00 in reserve.

Townsend Clarkson moved to increase funding up to \$230k to allow for an additional float on the right side. Ben Cheatham seconded the motion. All were in favor, the vote carried.

D. The Member to Member Communications discussion was tabled for further development by staff.

E. The Nominating Committee Charter and process was reviewed.

Two names were randomly selected, per Charter, from the four member volunteers. The Board will provide feedback to the seated committee regarding skills, demographics, and/ or other needs that may benefit the upcoming Board. The committee for the 2017/2018 election cycle is as follows:

- Lynn Morgenstern, Committee Chair/ BOD liaison
- Nancy Smith
- Maryanne Connelly
- Diana Mezzanotte
- Shauneen Hutchinson

No Board action required.

F. The draft Debt Policy was reviewed and discussed.

Staff is to add layman's language and present to the community for comment prior to a final vote of the Board.

No Board action required.

5. Old Business

A. The parkway repair issue was reviewed and discussed.

As a result of the patching from road base corrections, the parkway was determined to not have a satisfactory finish quality; too bumpy and patchwork appearance. The Parkway repaving options were reviewed and discussed. 3 options were presented:

- 1) full mill and replace of entire parkway – bid \$795,975.00
- 2) combine smaller patched into a series of much larger patches reducing approx. 2/3 of the existing patches – bid \$247,696.00
- 3) new technique micro surfacing – bid \$198,780.00

Staff recommendation is a full mill and replace to provide initial 100% solution. As this is the highest price, option 2 is recognized as a good compromise.

Townsend Clarkson moved to approve option 1 – full mill and replace for \$795,975.00, to be completed in the fall. Cathy Pumphrey seconded the motion. All were in favor, the vote carried.

6. Reports & Presentations

A. Treasurer's Report

Ben Cheatham reported that current financial reports showed that the budget was on track and CTR's are steady and consistent with prior years.

B. COO's Report

1. MRR

a. Projects.

Jimmy Bailey reported all budgeted projects for 2017 have been completed on schedule. The summer begins planning for the next budget year. As a result of approvals at this meeting fall will include the parkway repaving and the Rhett's Bluff dock installs.

b. Reserve Emergency Expenditure.

The following drainage repairs were reported on:

Seascape Parking Lot
Turtle Point
Halona Lane
Cougar Point- hole 11

C. Major Repair & Replacement Report. N/A

2. Miscellaneous Updates.

Jimmy Bailey offered the following information:

- KICA has changed brokerage firms for Insurance Coverage. This is a result of the review of major vendor relationships. And, has resulted in more coverage for less cost.
- The Sandcastle Project is still in the planning stages. A discussion about the pool design is pending receipt of options from a pool builder and pricing is being worked on for presentation to the Board. Once these items are finalized the Board will be presented with the design and pricing package for consideration to approve the project. A presentation to the community will be scheduled.
- There are vacancies on the Chas. County Parks and Recreation Commission, if anyone is interested it would perhaps be beneficial for a Kiawah member to be involved.
- Many communications from members regarding boardwalk 12 have been received and as a recap, the policy decision states that ramps are preferred in all instance. It is true that at this time 13 of the 25 KICA boardwalks have ramps and the rest have stairs. It is also true, that as a result of the efforts of a group reviewing accessibility issues a gap between boardwalks 12 and 15 exists and the area is being reviewed for a ramp. It is likely that a recommendation will come to the board as part of the 2018 budget to install a ramp in that area. No recommendation exists at this time.

9. Other Board Member Comments.

The following comments were made:

- Cathy Pumphrey recognized the members working on a member forum; George Zach, Sue Schaffer, Diane Lehder, Joe Buongiorno, Leslie McMullen, Tracy Cross, Pamela Buongiorno and Mile GiGiovanni. She commented that the community has made her aware of issues of parking and beach access at the Sandcastle. Also, that traffic at the Main Gate is a concern with the new development at West Beach. Concerns over safety at the V-Gate were raised. And, gate access related to resort operations were a concern.

Jimmy Bailey responded that gate access is an ongoing conversation with Tony Elder and resort management and progress is being made. The other issues will be reviewed.

- Lynn Morgenstern commented that parking issues were a concern.
- Ben Cheatham commented that in conjunction with better pricing for insurance coverages, the renewal date will be re worked to allow for a time not in hurricane season.

10. Adjournment. The meeting was adjourned at 2:15 p.m.

Submitted by:

Holly Newman
Secretary, Kiawah Island Community Association

Date

DRAFT