

## MEMO

TO: KICA Board of Directors  
FROM: Joe Bunting  
RE: LRP "To Do" List, Status  
DATE: 15 January 2001

### Prior Status

79 items complete  
32 items underway  
2 items pending (not begun)

### Present Status

88 items complete  
25 items underway

The status changes in the last month have been:

1. **Communication** - Status Change from pending to UNDERWAY - "Support the existing council of regimes. . ." GM supports this existing grass roots group and has made himself available to all regime boards to be present at their annual meetings on request.
2. **Governance** - Status Change from underway to COMPLETE - "Establish a committee to consider areas of existing and potential overlap of Town and KICA." The monthly meetings of board members with the Mayor replace this for the time being. These considerations are ongoing.
3. **Governance** - Status Change from underway to COMPLETE - "7 covenants changes to aid in protecting/enhancing the environment to be considered by Governance Committee." The Committee has considered the 7 changes.
4. **Land** - Status Change from underway to COMPLETE - "Develop a set of lakes management principles." Lake Study is complete. *Land and Lakes Guidelines* are completed. We are planning a joint mailing of *Landscaping for the Legacy* with the Conservancy for this spring.
5. **Land** - Status Change from underway to COMPLETE - "KICA needs an environmental education placard." Guest Guide is complete and is passed out to all persons receiving a pass at Main Gate. We anticipate handing out 200,000 this year.
6. **Land** - Status Change from underway to COMPLETE - "Develop a proactive education program. . . suggestions include brochures, KICA rules packet . ." As listed above, the Guest Guide is complete.
7. **Safety and Security** - Status Change from underway to COMPLETE - "Educate Short Term visitors to lesson impact on members and environment." Guest Guide is complete and is passed out to all persons receiving a pass at Main Gate. We anticipate handing out 200,000 this year.
8. **Administration** - status change from pending to UNDERWAY - "Consider creating a purchasing cooperative with other associations." We have gathered information from other associations about their coops.
9. **Administration** - status change from underway to COMPLETE - "Cross train all department heads on standard operating tasks."
10. **Administration** - status change from underway to COMPLETE - "Enhance the volunteer experience; make continual requests for expertise." This is ongoing. Community Services Committee established by the Board. First volunteer recognition and leadership training session completed last October. Budget includes three Newcomer Branches to seek new volunteers.
11. **Administration** - status change from underway to COMPLETE - "Develop better communications between employees." This is ongoing. Customer Service training sessions with entire staff planned to begin this spring. Each department holds weekly meetings with its staff. GM meets with Department Heads weekly.