

MEMO

TO: KICA Board of Directors

FROM: Joe Bunting

RE: Status Report on Long Range Plan Action Items

DATE: 5 April 2002

This is the second status report on the Long Range Plan Cycle II. There are, as you will remember, 77 action items. Of these, we are happy to report that there are now:

40 items completed.  
20 items underway.  
17 items pending

Action Items changed to COMPLETED from Underway since the last report

Action Item 1 - Consider establishing a Non Resident Member Council or other mechanism to advise the Board on topics of current interest to nonresident members. 4/4/02 - Complete; Board decides to create an Executive Council for this purpose.

Action Item 3 - Hold Open Forums to attract nonresident, commercial, resort participation in issues important to those groups. Include online forums. 4/02 - Complete. Plan is in place. CSC recommended not 3x per year; but, when topics are timely for members.

Action Item 5 - Actively teach, help, mentor existing volunteers, residents and nonresidents, about what the board is, how to run for board seats, what is expected of the board by the association, fiduciary roles. The goal is to assist interested members to be prepared to run for board positions. 4/02 - Completed; First board candidate orientation developed for Dec, >01. Seven registered for M100 leadership course, 3/02.

Action Item 6 - Provide on-site CAI courses to committee members and the board on board roles, function of committees, best practices in the industry. 4/02 - Completed. ABC's course to be held in June, 2002 at Sandcastle. M-100 Leadership course held Mar 22-24; 7 KICA members participated.

Action Item 8 - Advise Committee Chairs to turn over committee members at rate of 25% per year. Committee Chairs to increase # of new members per year 25% goal. Make every attempt to include at least 2 nonresident members on each committee. Committee Chairs to accomplish this. 4/02 - Completed. Ongoing.

Action Item 9 - Invite all members to participate in their community via New Member Welcomes 4/02 - Completed. Ongoing. First for 02 was on March 18, approximately 50 attendees.

Action Item 10 - Make personal contact with New Member attendees to track interests or refer new members to the right groups, committees. 4/02- Completed. Ongoing. CSC has "WILD" process to track and encourage volunteerism.

Action Item 14 - Consider change from Governance Committee to the Governance and Planning Committee. 2/02 - Completed.

Action Item 18 - To improve membership capability, seek ways to work with Town staff on demographics study. 4/02 - Completed. KICA is moving ahead with its own survey and will share info. Town has decided not to pursue.

AI 25 - Explain to members how governance changes (e.g., by changing covenants, by running for board seats, by serving on committee). 4/02 - Completed. Ongoing. (See AI 5 above.)

AI 26 - Publish "Who does What" twice per year as mailing to members. 4/02- Completed. Included in *Digest*.

AI 29 - In orientation of prospective and new Board members, explain the challenges of the moment. Explain the board challenges to good communication. 4/02 - Completed.

AI 30- Create minimum of 5 community building events per year at the three existing recreation centers at Sandcastle, Rhett's Bluff and Cinder Creek. 4/02 - Complete. First for the year is Annual Meeting Open House at Sandcastle March 16. Second is to be expanded Earth Day Festival April 13. Third is to be Pooch Parade, May 11. Fourth is Riverdogs Game in June. Fifth is Fall Health Fair.

AI 31 - Actively solicit members, both residents and nonresidents, for community building events (AI 30 above). 4/02 - Complete. For Earth Day, we coordinated with Conservancy weekend and benefited from their publicity.

AI 60 - Investigate ability for reimbursement through municipal and state taxes and other money. 4/02 - Complete; funding requests completed for ATAX for 2002 Guest Guides; 2003 Earth Day

AI 72 - Make member services delivery the #1 priority on all department heads' objectives lists. 4/02 - Complete. Ongoing. Included in MBO for Dept Heads for 2002.

Action Items changed to UNDERWAY from Pending since the last report

AI 45 - Consider a community garden and a community dog park. Presentation to Board. 4/02 - Underway, this is a summer focus group item.

AI 58 - Review Insurance Plan. 4/02 - Underway; Insurance Auditor (KICA member Jeff Eagle) has begun.

AI 63 - Seek to improve readability of the Digest by 1) including letters to the editor, including humorous ones, 2) recommending policy changes to reduce time to publish (at present 23 days), and 3) broadening editorial content (does Kiawah need a newspaper instead of a newsletter?) Complete with a presentation to the board about best practices. 2/02- Underway - CAC holding strategy session on editorial policy on 2/25/02.

AI 66 - Improve Listserv (Mail List) participation. Underway. Participation is at 260 as of 1/02.

AI 68 - Webcast special events (such as board seat elections) so that members have real time information as the news breaks. Ties into infrastructure needs for Measurable Goal 11. 4/02 - Underway. Last forum was 10/01.