

KICA Board of Directors Meeting
October 4, 2004
2:00 p.m. - Sandcastle

APPROVED

Present: Fred Peterson, President
Faith Dodge, Vice President
Dwight Freeburg, Treasurer
Avril Fenwick, Secretary
Dick Sula, Director

Joe Bunting, Staff
Teresa Cooper, Staff
Joe Croughwell, Staff
Carrie McGregor, Staff

Absent: Pat McKinney, Director
Buddy Darby, Director

1. Call to Order, Verify Quorum – Mr. Peterson called the meeting to order at 2:00p.m. with a quorum of directors by Messrs. Peterson, Freeburg, Sula and Mmes. Dodge and Fenwick.
2. Approval of Minutes
 - A. September 8, 2004 (enclosure) – **Mrs. Dodge moved approval of the September 8 board minutes. Mr. Freeburg seconded the motion. Those in attendance carried this vote unanimously.**
3. Administrative Reports
 - A. Joe Bunting, General Manager
 1. Mail Votes (enclosure)– The Board Operations Committee approved the release of email database to the Town’s vendor for the Comprehensive Plan. A nondisclosure form was signed by the firm, The Marketing Workshop.
 2. Member Comments (enclosure) – No member comments requiring response.
 3. Ratification of September 8 Executive Session – **Mr. Sula moved ratification of Mike Hart and James Williams to the Major Repair and Replacement Committee and to the Finance Advisory Committee respectively. Mrs. Dodge seconded the motion. Those in attendance carried this vote unanimously.**
 4. Maintenance Facility Improvements (enclosure) – Status report on previously uncompleted items. Staff will answer the question of the gas tanks above or below ground at the November meeting.
 5. Maintenance Department Uniforms (enclosure) – This item was tabled due to samples of the uniforms not yet available.
 6. PMA Status Report – Legal Counsel, Trenholm Walker, will write a strongly worded letter within the week to PMA protesting their actions. He believes that this will lower our experience modification rating, but not enough to take us off the state’s high-risk pool.
 7. Portal Website Interim Report (enclosure) – Ginny Orban provided a report that showed the increase in website usage numbers for the “Welcome to Kiawah” website.
 - B. Joe Croughwell, Director, Security and Safety
 1. Security/Covenant Compliance
 - a. Covenant Compliance (enclosure) – status report enclosed
 - b. Security (enclosure) – status report discussed
 - C. Teresa Cooper, Controller
 1. 2005 Budget Preparation and Approval Schedule (enclosure) – Changes in the timeline were reviewed. **Mrs. Fenwick moved approval of the revised budget schedule. Mr. Sula seconded the motion. Those in attendance carried this vote unanimously.**
4. Committees
 - A. Board Liaison Reporting Process
 1. Dwight Freeburg
 - a. Finance: The committee has also been working on the cash flows for the construction projects in Maintenance and the Sandcastle.
 - b. Land and Lakes: The committee has been working on a draft of the Land and Lakes Management Standard Operating Procedures, which will soon come to the board for approval.

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2. Avril Fenwick
 - a. Covenant Compliance – The committee has been updating their charter. They are looking into a way to make Regimes comply with the Covenants, as other members must. A subcommittee has worked with an architect to design trashcan concealers. The committee has decided to contact members in violation of building maintenance standards immediately instead of waiting 30 days as they do with unkempt yards.
 - b. Recreation and Community Center – The committee has continued to work on the Sandcastle renovations. It is also updating policies for instructors and classes.
 3. Faith Dodge
 - a. Community Services Community – It's Not Just A Place To Live seminar had a good response – 30 attendees. The committee will be hosting a volunteer recognition breakfast on October 22. Cars in the Park will be held on October 23. There are currently 15 cars signed up and 12 other's who have shown interest but have not committed. A volunteer interest form will be in the November *Digest* as a way to help find volunteers.
 4. Fred Peterson
 - a. Communications: The committee is investigating the cost of 1st Class Mail to help get the *Digest* out on time. The interview with Mr. Goodwin regarding the future of Kiawah will be out soon. The *Digest* would like to keep the members up to speed on the happenings with all the construction. Also, a bulk email has been sent regarding the Town's hearing on house restrictions so members can forward any comments to the Town.
 5. Dick Sula
 - a. Major Repair and Replacement: The committee is examining the status of the Kiawah Island Parkway.
 - b. Security and Safety: The committee previously examined the monetary impact of waiving the entry fee for service providing vehicles. They are now going to examine the security impact.
- B. Committee Reports
1. Covenant Compliance Committee (enclosure) – Diane Bennett, Chair, discussed the proposed changes to the committee charter. **Mr. Freeburg moved approval of the changes. Mrs. Fenwick seconded the motion. Those in attendance carried this vote unanimously.**
5. Unfinished Business – No unfinished business.
 6. New Business – No new business.
 7. Adjournment - Having no further business to conduct, the meeting was adjourned on motion duly made and seconded.
 8. Member Comments – No member comments.

Submitted by

Approved at the November 1, 2004 meeting

Carolyn R. McGregor
October 5, 2004

Avril H. Fenwick
Secretary