

KICA Board of Directors Meeting  
November 1, 2004  
2:00 p.m. - Sandcastle

APPROVED

Present: Fred Peterson, President  
Faith Dodge, Vice President  
Dwight Freeburg, Treasurer  
Avril Fenwick, Secretary  
Dick Sula, Director  
Buddy Darby, Director (late arrival)

Joe Bunting, Staff  
Teresa Cooper, Staff  
Joe Croughwell, Staff  
Dave Achey, Staff  
Norm Shea, Staff  
Tammy McAdory, Staff  
Carrie McGregor, Staff

Absent: Pat McKinney, 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. October 4, 2004 (enclosure) – **Mr. Sula moved approval of the October 4 board minutes. Mrs. Fenwick seconded the motion. Those in attendance carried this vote unanimously.**
3. Administrative Reports
  - A. Joe Bunting, General Manager
    1. Mail Votes – no mail votes
    2. Member Comments – no member comments
    3. Ratification of October 4 Executive Session – **Mrs. Dodge moved ratification of Mary Fortin to the Community Services Committee. Mr. Freeburg seconded the motion. Those in attendance carried this vote unanimously.**
    4. Maintenance Facility Improvements – Per the board’s question at the October board meeting, the fuel tanks are planned to be above ground in a single unit system called a ConVault System. All 3 tanks (gas, diesel and oil) are in one square-box, block structure with the spill containment within. This provides a clean look. Using the ConVault System satisfies county’s requirements.
  - B. Joe Croughwell, Director, Security and Safety
    1. Security/Covenant Compliance
      - a. Covenant Compliance (enclosure) – status report
      - b. Security (enclosure) – status report
  - C. Teresa Cooper, Controller
    1. Y2005 Budget Assumptions (enclosure) – Teresa reviewed the final revisions. **Mrs. Fenwick moved to accept the budget assumptions for fiscal year 2005 based on the revisions as of October 20 as enclosed. Mr. Freeburg seconded the motion. Those in attendance carried this vote unanimously.**
    2. PMA Status Report – Legal Counsel, Trenholm Walker, passed along the information to his contacts at the SC Employment Commission. The contact will investigate KICA’s claims, will get back with Trenholm and advise KICA of any recourse options.
4. Committees
  - A. Board Liaison Reporting Process
    1. Dwight Freeburg
      - a. Finance: Major Repair and Replacement (Sandcastle renovations, parkway surface repair and the new maintenance site) are large items for the FAC and budget preparations.
      - b. Land and Lakes: The committee has been working on the Land and Lakes Management Standard Operating Procedures and revising the Management Guidelines for Members.

[Buddy Darby arrived]

2. Avril Fenwick
    - a. Recreation – The Sandcastle renovation planning is ongoing. The architects, board and committee will meet on November 9.
    - b. Covenant Compliance – The committee will soon bring the one-page compliance guidelines back to the board for approval.
  3. Faith Dodge
    - a. Community Services Community – The volunteer breakfast had 75 attendees, 6 of whom brought a friend. “Cars in the Park” had 150-200 attendees, 20 cars, 15 volunteer groups, and collected over 600 pounds of food. Both events were huge successes. The committee is planning Celebrate Kiawah, concurrent with Annual Meeting. The New Member Orientation is December 30. The committee is searching for volunteers to fill committees.
    - b. Inlet Cove Regime Meeting – 56 members attended the meeting - a great turnout.
  4. Fred Peterson
    - a. Communications: Bill Goodwin’s interview will be in the December issue of *Digest*. The committee is looking into 1<sup>st</sup> Class postage for 2005 Budget to help get the *Digest* into members’ hands in a timely manner.
    - b. Human Resources: The committee completed a salary survey of 17 similar organizations and reported that KICA is competitive. The cost of workers compensation and employee health insurance are being researched. Ways to help staff stay safe and the structure of healthcare are being reviewed.
  5. Dick Sula
    - a. Major Repair and Replacement: The second round of maintenance facility bids came in and are lower. The architects are making sure the bids are viable. For the 2005 Kiawah Island Parkway paving project, the subsurface paving course of the Parkway will be replaced just in the sections needing improvement instead of the entire road. But, the entire roadway surface will still be replaced. This will reduce the project’s cost.
    - b. St. Johns Fire Department : They explored 2 new firehouses; one on Seabrook Island and one on Gift Plantation. They were quoted at \$1.2 million each.
    - c. Security and Safety: The committee previously examined the monetary impact of waiving the entry fee for certain service providing vehicles. They are now going to examine the security impact.
- B. Committee Reports
1. Land and Lakes Management Advisory Committee
    - a. Land and Lakes Management Departments Standard Operating Procedures (enclosure) – Dave Achey and Norm Shea presented the changes in the SOP to the board. After some discussion, the board requested the SOP come before the board at the December meeting with some minor revisions and after legal review.
    - b. Landscape Management Guidelines for Association Members (enclosure) – **Mr. Freeburg moved approval of the amended document. Mr. Sula seconded the motion. Those in attendance carried this vote unanimously.**
  2. Security and Safety Advisory Committee
    - a. Commercial Bike Regulations and Access Fee Policy (enclosure) – The board requested that the language be changed to show that bike decals do not run on a calendar year and that the policy be dated. This will come back to the board in December with the revisions from staff.
5. Unfinished Business – No unfinished business.

KICA Board of Directors Meeting  
November 1, 2004  
2:00 p.m. - Sandcastle

**APPROVED**

6. New Business
  - A. Town Hall Debate for Town Elections – Mr. Peterson reported and asked for the board’s thoughts on having a town hall style debate for the upcoming Town elections. Mr. Peterson had set the date for November 30. The board endorsed Mr. Peterson’s decision, adding they thought it was important for all candidates to be present and that the issues and questions raised be germane to Town’s mission and work.
7. Adjournment - Having no further business to conduct, the meeting was adjourned on motion duly made and seconded.
8. Member Comments
  1. Ron Ritchie, 157 Governors – As a candidate for Town Council, Mr. Ritchie feels that KICA selecting a debate date without asking the candidates, and not having the League of Women voters mediate is disturbing. He urges the board to consider these points.
  2. Bill Wert, 184 Glen Abbey – Mr. Wert applauds the board for hosting a Town Hall Debate. He suggests there be a moderator, but it doesn’t have to be the League of Women Voters. He also suggests the board not change the date because if the candidates are serious about public service, they will make it a priority to be there. Mr. Wert indicates that candidates had not been asked to select a date for the November 10 Meet-the-Candidates event.

Submitted by

Approved at the December 6, 2004 meeting

Carolyn R. McGregor  
November 5, 2004

Avril H. Fenwick  
Secretary