

KICA Board of Directors Meeting
July 7, 2004
2:00 p.m. - Sandcastle

APPROVED

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

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

Absent: Dick Sula, Director

1. Call to Order, Verify Quorum – Mr. Peterson called the meeting to order at 2:00 p.m. with a quorum of directors by Messrs. Peterson, Freeburg, and McKinney and Mmes. Dodge and Fenwick.
2. Approval of Minutes
 - A. June 7, 2004 (enclosure) – **Mrs. Fenwick moved approval of the June 7 board minutes. Mrs. Dodge seconded the motion. Those in attendance carried this vote unanimously.**
3. Administrative Reports
 - A. Joe Bunting, General Manager
 1. Mail Votes (enclosure)– A mail vote was taken on June 24, 2004 regarding insurance renewals. The total renewal premium is \$345,395. Of that, \$161,000 is for workers compensation premiums, which will result in a budget overage of \$45,000. Carswell Insurance was selected as KICA’s insurance broker. The vote passed unanimously to approve the insurance renewals.
 2. Member Comments – No member comments responses.
 3. Ratification of June 7 Executive Session – **Mrs. Dodge moved approval of the ratification of Lawrence Murphy and Ben Farabee as new members of the Human Resources Committee. Mr. Freeburg seconded the motion. Those in attendance carried this vote unanimously. Mr. Peterson moved approval of the ratification of the General Manager’s contract. Mr. Freeburg seconded the motion. Those in attendance carried this vote unanimously.**
 4. Service Commitment (enclosure) – The board discussed the Service Commitment, Core Values and Service Basics in regards to LRP Action Item 9a: “GM and DH’s and Supervisors to research what constitutes superior service in community associations for all facets of operations (to include best practices re: operations). Give Recommendations and methods to implement superior service to board.” The board agreed the enclosed documents satisfied the LRP action item.
 5. Revised LRP Action Item (enclosure) – After some discussion, **Mrs. Fenwick made a motion to change LRP Action Item 5k from “Publishing ‘Who Does What’ twice a year in Digest” to “Publishing the ‘Navigating the Maze of K’s: Who Does What on Kiawah Island’ as a substitute in 2004.” Mr. Freeburg seconded the motion. Those in attendance carried this vote unanimously.** The board discussed the KICA logo, [which was approved on March 31, 2003] and will be the cover page for this publication.

[Mr. Darby arrived at 2:20 p.m.]
 - 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. Repairs to Sandcastle (enclosure)– At the last Finance Advisory Committee meeting, Kay Narmour, Director, Recreation, and Huggie Hindman, Director, Major Repairs and Replacements, presented explanations for the expenditures at the Sandcastle in the first quarter. Both Kay and Huggie expressed confidence that the accounts can be managed and be in budget by year-end.
 2. Update on Lease Renewals for Boat Storage Areas – Status report. The KRA lease renewal for new boat storage (next to KICA Maintenance) would begin May 1, 2004. The document draft is pending and has not been received. KRA receives 50% of gross revenues. This will reduce net revenues for KICA by about \$11,000 for 2004. As information, boat storage at the corner of Sora Rail and Kestrel Court, the so-called old boat storage area, will have a new lease agreement starting January 2005 with the same terms.
4. Committees
- A. Board Liaison Reporting Process
1. Avril Fenwick
 - a. Recreation: The Sandcastle architect plans are moving ahead. The RCCAC would like to go ahead with the addition of a side elevator as one of the top priorities. The RCCAC is also considering the existing fee structure for members' use of facilities.
 - b. Covenant Compliance: The CCC is developing a one-page abbreviated list of home and garden rules for members. The document will come to the board for approval when it is complete. The committee is also exploring options to shorten the time between notification and required corrective action in instances of covenant violations.
 2. Faith Dodge
 - a. Human Resources: No meeting.
 - b. Community Services: Dr. Barbara Bellows will be at Kiawah Reads on Wednesday, July 14 to discuss Josephine Pinckney and her book, *Three O'clock Dinner*. The committee has discussed channel 8 and channel 2 as options to broadcast upcoming community events. The volunteer day and classic car show has been scheduled at Night Heron Park for October 23. 50 KICA owners who are classic car owners will be personally invited. The committee would like some committee involvement articles run in the *Digest*. Instead of new welcome member brunches, the committee will be personally speaking with each new member.
 3. Fred Peterson
 - a. Communications: The committee is happy with the amount and quality of articles being contributed to the *Digest*. The CAC has also been involved with CSC in public access channel discussions to broadcast upcoming community events. A checklist of items to consider for nonresident owners was discussed as well as things to consider when bringing your pet to Kiawah. The committee has had about 90 responses to receive e-Digest only.
 - b. Member Survey: Dr. Merrill will be at the August 2 Executive Council meeting as well as the board meeting to present survey analysis to the membership.
 4. Dwight Freeburg
 - a. Finance: Insurance renewal and workers compensation insurance were discussed. The Sandcastle expenses were reviewed and the committee is confident that the accounts will come within the budget boundaries.
 - b. Land and Lakes: The committee is working on a technical SOP to supplement the Land Management Guidelines that were adopted by the board last year. This

document is more technical in detail in how KICA staff will achieve KICA's land management standards. The Greenslake Pond has again acquired a smell. Staff is working aggressively to solve the problem. The Shipwatch landscape improvement project was completed well under budget. Representatives from the South Carolina Department of Forestry examined trees and determined there had been no damage from the Tussock Moth caterpillars. They do not believe the caterpillars caused significant damage to trees and so discouraged use of pesticides or natural agents against the moths.

5. Unfinished Business

- A. Security Uniforms (enclosure) (Handout of Exhibit C) – Joe Croughwell distributed two proposals from Cintas for renting security uniforms, one with emblems and one without. Both proposals included 11 sets of uniforms per security officer with weekly cleaning. The favored option was with emblems at a cost of \$15,726 per year. Board consensus was that staff should research prices for green and white uniforms. They indicated that staff should research the brown and tan uniforms for the maintenance departments beginning in 2005. Comfort should be a high priority.
- B. Rhett's Bluff Access – The Recreation and Community Center Advisory Committee recommended no further action with respect to previous discussion about moving the access gate.
- C. Osprey Nest Status Report – The TOKI Wildlife Committee plans to approve the Town as the repository for Osprey nest records at the next committee meeting.
- D. Lake #1: Greenslake Pond (non-agenda item)– Staff is working with the Resort and researching further options to clear the problem. To date there is no definitive answer.

6. New Business

- A. Meeting Date Change – Due to date conflicts, the board decided to hold the September board meeting on Wednesday, September 8 with the board retreat on Thursday, September 9.
 - B. Review policy regarding release of property owner information (enclosure) –Staff will draft a revised resolution to update the policy with current technology. On a related topic, the board asked that the CAC research options for a community directory.
 - C. Property Owner Address List Request (enclosure) – The board's consensus was to reply to Kiawah-Seabrook Medical Care when a proposal to the property owner release policy has been approved.
 - D. Eagle Point Boat Landing Lease Agreement and Fees (enclosure) – After some discussion **Mr. Freeburg made a motion for boat storage and access fees to be approved. Mrs. Fenwick seconded the motion. Those in attendance carried this vote unanimously. Mr. Freeburg made a motion to authorize the President and Secretary to sign the documents required to lease Eagle Point Boat Landing prior to completion of landscape improvements by the Developer. Mrs. Dodge seconded the motion. Messrs. Peterson and Freeburg and Mmes. Dodge and Fenwick carried this vote unanimously. [Messrs. Darby and McKinney abstained.]**
 - E. Charleston County Council – Mr. Peterson requested permission from the board to make a statement regarding the 15% tax cap at the County Council meeting. No objections were voiced.
7. Adjournment - Having no further business to conduct, the meeting was adjourned on motion duly made and seconded.
8. Member Comments –

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- A. Mayor Bill Wert, 184 Glen Abbey – Thanked the board for allowing Mr. Peterson to speak at the Charleston County Council meeting. Mr. Wert will post information regarding State Legislature Bill 3065 regarding the tax cap on the Internet. A Kiawah Island Public Hearing will be held Monday at 6:00 pm. In the Town hall to discuss Ordinance 2004-4 to subdivide the island into neighborhoods and put a cap on home sizes.
- B. Patrick Casey, 15 Airy Hall – The V-Gate has been inoperable for three weeks. This afternoon there were 22 vehicles backed up. Could a plan be formulated for Saturday afternoon registration at the Main Gate? The highway departments use high emulsion paint for pavement. Is this something that KICA could research as a cost saving option?
- C. Pam Paroli, 3566 Shipwatch Road – Ms. Paroli requested information on the plan for the Straw Market and Inn. Mr. Peterson referred her to Kiawah Island Golf Resort, as they own the property.

Submitted by

Approved at the August 2, 2004 meeting

Carolyn R. Cross
July 12, 2004

Avril H. Fenwick
Secretary