

KICA Board of Directors Meeting  
April 4, 2005  
2:00 p.m. - Sandcastle

**APPROVED**

Present:

Faith Dodge, President	Joe Bunting, Staff
Dick Sula, Vice President	Teresa Cooper, Staff
John Wilson, Treasurer	Joe Croughwell, Staff
Russ Warren, Secretary	Carrie McGregor, Staff
Avril Fenwick, Director	
Dwight Freeburg, Director	
Buddy Darby, Director	

1. Call to Order, Verify Quorum – Mrs. Dodge called the meeting to order at 2:00p.m. with a quorum of directors by Mmes. Dodge and Fenwick and Messrs. Freeburg, Sula, Warren, Wilson and Darby.
2. Approval of Minutes
  - A. March 7 Minutes (enclosure) – **Mr. Freeburg moved approval of the March 7 board minutes. Mr. Warren seconded the motion. This vote was carried unanimously.**
  - B. March 20 Minutes (enclosure) – **Mrs. Fenwick moved approval of the March 20 minutes. Mr. Warren seconded the motion. This vote was carried unanimously.**
3. Administrative Reports
  - A. Joe Bunting, General Manager
    1. Mail Votes – No mail votes.
    2. Ratification of March 7 Executive Session – **Mrs. Fenwick moved ratification of a new member to the Covenant Compliance Committee and the 2005 Guidelines for Department Head Incentive Plan. Mr. Warren seconded the motion. This vote was carried unanimously.**
    3. Member Comments (enclosure) – Joe reviewed the member comments and responses.
    4. Committee Chair Overview (enclosure) – **Mr. Freeburg moved approval of the Committee Chair Overview with the document amended that the Chair or Chair representative must attend the Chair Orientation, and committee members serve at the pleasure of the board. Mr. Wilson seconded the motion. This vote was carried unanimously.**
    5. Overview of Directorship (enclosure) – **Mr. Sula moved approval of the Overview of Directorship. Mrs. Fenwick seconded the motion. This vote was carried unanimously.**
    6. Finance Advisory Committee Charter (enclosure) – After some discussion, **Mr. Sula moved approval of the FAC Charter with the revision of #7 under “Objective of Committee” to read, “When directed by the board, the committee will perform internal controls . . . policies.” Mr. Freeburg seconded the motion. This vote was carried unanimously.**
    7. Non-Agenda Item: Drainage and Flooding (handout, Exhibit A) – Huggie Hindman, Director, Major Repair and Replacement, gave a detailed report on the flooding that occurred over Easter weekend and this past weekend. The island received 7-8” of rain Easter weekend, and 1.2” of rain the following Saturday. The issue of purchasing more pumps will go to the Major Repair and Replacement Committee and then to the Finance Advisory Committee for review if staff is seeking additional funding.
  - B. Joe Croughwell, Director, Security and Safety
    1. Security/Covenant Compliance
      - a. Covenant Compliance – no report.
      - b. Security (enclosure) – status report.
      - c. Employee Safety Committee (enclosure) – status report.
  - C. Teresa Cooper, Controller
    1. Proposed Solution for Accounts Receivable (enclosure) (handout, Exhibit B) – After some discussion, **Mrs. Fenwick moved approval of the expenditure of \$20,500 out of a fund determined by staff [02-6000-11 Capital Purchases] for Blackbaud Accounts Receivable software and consultants’ time to convert existing data and write the program to integrate with member database with**

language giving KICA an course of action if this program doesn't fulfill its needs. Mr. Wilson seconded the motion. This vote was carried unanimously.

4. Committees

A. Committee Chair Reports

1. V-Gate and Main Gate Transponders, presented by Cork Corcoran, Security and Safety Committee Chair (enclosure) – After some discussion, **Mr. Warren moved approval of the Security and Safety Committee's recommendation to recall the gate opening devices and make the gate inoperable by such devices. Mr. Sula seconded the motion. This vote was carried unanimously. Staff will write to members informing them of the change and there will be an article in *Digest*.**

Mr. Warren left the meeting at this time.

Mr. Darby suggested the SSAC discuss the stop sign at the Main Gate and if it should be a "slow" sign instead.

Mr. Darby left the meeting at this time.

2. 90 Day Property Owner Guest Pass Policy, presented by Cork Corcoran, Security and Safety Committee Chair (enclosure) – After some discussion, **Mrs. Fenwick moved acceptance of the word-smithing of the policy as recommended. Mr. Wilson seconded the motion. Those in attendance carried this vote unanimously. Staff will write to members informing them of the change and there will be an article in *Digest*.**
3. Membership Clubs as Rental Agencies, presented by Joe Croughwell, Director, Security and Safety (enclosure) – **Mr. Sula moved approval of defining membership clubs and their members as "renters" in status. Mrs. Fenwick seconded the motion. Those in attendance carried this vote unanimously.**

B. Board Liaison Reporting Process

1. Avril Fenwick
  - a. Land and Lakes Management – Joe Bunting's presentation on committee service was very helpful to the committee's many new members. The committee works heavily on sub-committees, and this year has a new one – Volunteer Plant Rescue Sub-Committee. This sub-committee allows KICA volunteers to work under direction of staff to rescue and relocate plants from construction sites that are scheduled to be cleared. KICA receives the owner's prior permission in writing to do the rescue.
2. Dick Sula
  - a. Community Services – Joe Bunting's presentation on committee service was very well received. Celebrate Kiawah was superb! Kiawah Reads is tentatively scheduled for August 17. CSC hopes to have Dorothea Benton Frank's *Pawleys Island* and *Shem Creek*, and Pat Conroy's *My Losing Season* as the books to read. August 5 is the Shag Party. Lessons will be from 6:00-7:00p. and the dance will be from 7:00-10:00p.
3. Faith Dodge
  - a. Human Resources – Employee safety was the main topic of discussion. Employees were given a safety test to determine knowledge of safety practices and will be given another one later in the year to compare scores to gauge improvement.
4. Dwight Freeburg
  - a. Major Repair and Replacement –
    1. Maintenance Facility – framing is underway. Substantial completion date is September 21. Biweekly construction meetings will be held.
    2. Sandcastle Elevator – underway. Building permit was issued March 21. Substantial completion date is July 18. Biweekly construction meetings will be held.

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3. Sandcastle Second Floor Renovations – April 6 is a meeting with architect to make final decisions. September 1 is the tentative start date.
4. Kiawah Island Parkway Resurfacing – the next step is to talk to other road contractors to obtain more information.
5. John Wilson
  - a. Finance Advisory –For the benefit of the new members, an overview of fund accounting, 2005 budget, committee charter and capital projects was presented. The KICA relationship with Wachovia was discussed.
5. Unfinished Business - no unfinished business.
6. New Business
  - A. Resort Pool Access (enclosure) – After some discussion, the board consensus was to help facilitate meetings, if needed, between the Resort and regimes. **Mr. Sula moved approval of the amended letter as the standard response to comments from the membership on the issue. Mrs. Fenwick seconded the motion. Those in attendance carried this vote unanimously.**
7. Adjournment - Having no further business to conduct, the meeting was adjourned on motion duly made and seconded.
8. Member Comments -
  - A. Charlie Lipuma, 201 Horned Grebe Court – Mr. Lipuma suggested the Plant Rescue Sub-Committee receive permission from the owner of the lots they are rescuing plants from before trespassing onto the lot. The board responded that obtaining permission was part of the process.
  - B. Wendy Kulick, 38 Marsh Edge Lane – Mrs. Kulick asked about three issues:
    1. If KICA takes action to prevent recurrence of flooding, will this have an impact on the Town’s flood rating, thereby affecting the homeowners insurance? If possible, could KICA put up freestanding signs indicating when there are delays caused by flooding?
    2. Pre-Hugo, contractors were encouraged to park on the rights-of-way because the Island roads are narrower than County roads. To help eliminate contractor parking problems, perhaps KICA should revert to that solution again?
    3. In reference to the Governor’s Club and Kiawah Island Club selling memberships to non-property owners, the Access Policy should be changed so that Governors Club members are included in the category of “renters,” as are those members of the Kiawah Island Club.
  - C. Carol Spaninger, 4565 Park Lake Drive – Mrs. Spaninger is distressed at the Resort pool access restriction and does not feel the full impact will be evident until the summer season. Her fear is “what next?” Will Night Heron Park playground next be restricted? She encourages KICA to purchase Night Heron Park so it will be available to all members.

Submitted by

Approved at the May 2, 2005 meeting

Carolyn R. McGregor  
April 5, 2005

Russell G. Warren  
Secretary