



KICA Board of Directors Meeting  
July 2, 2007  
2:00 p.m. – Sandcastle

Present: Russ Warren, Chairman  
John Wilson, Vice Chairman  
Paul Roberts, Treasurer  
Armand Glassman, Secretary  
Hal Fallon – Member Director  
Russ Crane, Member Director  
Buddy Darby-Developer Director (late arrival)  
Joe Bunting, COO  
Tomi Moore, Staff

1. Call to Order, Verify Quorum – Chairman Warren called the meeting to order at 2:00 p.m. with a quorum present of directors Messrs. Warren, Fallon, Glassman, Crane, Wilson and Roberts.
2. Approval of Minutes  
May 7, 2007 (encl<sup>1</sup>.)(AHO<sup>2</sup>) – **Dr. Fallon moved approval of the May 7, 2007 board minutes. Mr. Wilson seconded the motion. Those in attendance carried this vote unanimously.**
3. Chairman’s Opening Comments – (enc.) Chairman Warren summarized the agenda and thanked all that attended.
4. Operations Initiatives – (enc) The COO summarized the 2007 operations plan and current events in a Power Point presentation.
  - The operations plan is on track and completion is expected to be on schedule. There are 83 action items and nine measurable goals. Twenty seven action items are complete, 39 are underway, and 17 are pending. Membership may view the operation plan by stopping by the KICA administration building
  - Customer service training is being conducted weekly with admin and Sandcastle staff to reacquaint staff and educate new employees of Kiawah standards.
  - A Hurricane Tabletop (staged scenario) is planned for July 26 at the Sandcastle with representatives from town, developer, resort staffs, plus fire and police.
  - Mr. Bunting thanked Wendy Kulick, Linda Malcolm, and Bob Oakman for their contributions to the Kiawah Reads program.
  - Mr. Bunting thanked several artists for volunteering to exhibit their works at the Sandcastle. Artists are chosen to exhibit by lottery, with first exhibits in August 2007.
  - The Sandcastle snack bar is open and doing well.
  - Cinder Creek canoe storage & launch is underway. The bids are within budget \$390,000. ARB has approved. OCRM approval pending. Completion is expected in October 2007.
  - Rhett’s Bluff restrooms and gate are on track. Application for approval from ARB has been sought. Completion is projected for December.

<sup>1</sup> Enc.-enclosure  
<sup>2</sup> AHO- Audience Hand Out

- October 10 – Large-Scale Community Managers of the Low Country at Kiawah
- October 25 – SC Community Associations Day at Seabrook Island
- Sweetgrass harvesters were on the island on June 28. Over 20 sweetgrass basket weavers along with staff and press were a part of the first scheduled harvesting on the island.

Mr. Darby arrived at this point.

#### 5. Strategic Planning

- A. Mr. Crane reported that Greg Vanderwerker has become the chairman of the environment strategic planning committee.
- B. Mr. Vanderwerker has recruited several members and the committee is scheduled to meet this month. Mr. Crane has asked Mr. Bunting to give some thought on the impact strategic planning has on staff in terms of staffing or financial issues. The amenities committee has met several times and things are progressing well. Members have responded well to the strategic planning questions posed in the *Digest*.

#### 6. Board Action Required (**VOTES**)

- A. Grant of \$500k earmarked to conservancy for 2007 (enc) (AHO)  
Since the membership approved a change to allow the board to make contributions such as the grant to the conservancy and unrestricted the use of reserve funds at the annual meeting in March this year the conservancy has requested that KICA allow it to ask for as much as \$500,000 in grants in 2007. This money would be set aside as a line item in the budget and would be pulled from reserves, if approved by board. Board is now being sought to approve or disapprove an earmark of \$500k for potential conservancy grants in 2007. Each request from the conservancy going forward for 2007 would require presentation to board and board vote to approve the project. **Dr. Fallon moved to approve conservancy's request for \$500,000. Mr. Crane seconded the motion. Those in attendance carried this motion unanimously.**
- B. Concept of a Specific Conservancy Grant (enc) (AHO)  
Conservancy sought board consideration to approve or disapprove a specific request for \$200,000 to be paid out of the earmarked \$500k for a grant to conservancy for the purchase of 523 Ruddy Turnstone. **Mr. Crane moved to approve the \$200,000 grant. Dr. Fallon seconded the motion. Those in attendance carried this motion unanimously.**
- C. 2007 Landscape Renovations Plans: (enc)  
Staff sought approval to solicit bids for both Sea Forest and Governor's Drive projects at a not-to-exceed cost as was approved in the budget. Board requires that ARB approval be secured prior to the projects being put out to bid. Budget limitations already set by the board are \$50,000 for Sea Forest Drive and \$265,000 for Governor's Drive. **Dr. Fallon moved approval for staff to solicit bids on both Sea Forest and Governor's Drive projects. Mr. Crane seconded the motion. Those in attendance carried the motion unanimously.**

D. Concept of a Potential Property Purchase

Two operational items continue to be of concern:

- Lack of boat storage –KICA moved out but the current location will be going away at some point.
- Semi tractor trailers parked at main gate and overload of vehicles at town’s hall (commercial pass operation is there). This makes a difficult situation with our landlord. Staff has looked for but been unable to find land available for purchase on island from either resort or developer. Land is available – but is not available for our purchase. Staff believes we need to look off-island for land that is in close proximity. It also would be helpful--but not necessary at this time--to have land for potential KICA admin offices and future recreational uses. Staff asked board to entertain the concept of pursuing the availability of off-island land for boat storage and commercial pass operations. Placing covenants on such property requires member approval. Staff requested board approval to hold a special meeting to seek member vote in late September on the generic concept of purchasing a piece of land—with provisos that the board would stipulate. Staff also requested board to approve the chairman appointing a subcommittee to pursue availability of off-island land for boat storage and commercial pass operations. **After summarizing the requests from staff to hold a special meeting to seek membership vote on the generic concept of purchasing a piece of land for boat storage and commercial pass operations and to appoint a subcommittee to pursue availability of off-island land for these two purposes, Chairman Warren asked for a motion from the board. Dr. Glassman made the motion. Mr. Crane seconded the motion. Those in attendance carried the motion unanimously.**

7. Items for General Discussion, No Action Required

All Directors

A. Director Liaison Reports –

- Chairman Warren reported that he has met with the conservancy to discuss the issues that were voted on this meeting.
- Dr. Fallon stated that he and Dr. Glassman have been researching the possibility of an informational card for medical emergencies to be distributed throughout the entire island. The board was in agreement for research.

Chairman Warren

8. Adjournment - having no further business to conduct, the meeting was adjourned at 2:59 p.m. on motion duly made and seconded.

Submitted by

Tomi Moore  
July 6, 2007

Armand Glassman  
Secretary