



KICA Board of Directors Meeting  
March 3, 2008  
2 p.m. – Sandcastle

Present: Russ Warren, Chairman  
John Wilson, Vice Chairman  
Dr. Paul Roberts, Treasurer  
Dr. Armand Glassman, Secretary  
Buddy Darby-Developer Director  
Russ Crane, Member Director

Joe Bunting, COO  
Tomi Moore, Staff  
Tammy McAdory, Staff

Absent: Dr. Hal Fallon – Member Director

1. Call to Order, Verify Quorum

Chairman Warren called the meeting to order at 2 p.m. with a quorum present of directors Warren, Glassman, Crane, Wilson and Roberts.

2. Approval of Minutes of January 7, 2008

**Dr. Glassman moved approval of the January 7, 2008, board minutes, as submitted. Mr. Wilson seconded the motion. The vote carried as follows: Directors Glassman, Crane, Wilson and Roberts voted in favor. Chairman Warren abstained.**

3. Chairman's Opening Comments

Chairman Warren congratulated Art Morgenstern (not present) as the newly-elected president of Kiawah Island Property Owners Group (KPOG). Chairman Warren then turned the floor to Chief Operating Officer (COO) Joe Bunting.

4. Operations Initiatives

The COO gave a Power Point presentation highlighting the following topics:

- *Celebrate Kiawah* will be held on March 15, 2008.
- In covenant compliance, staff is using a new tool: Self Help Initiative, which enables staff to go into a residence with a 30-day notice to fix a violation. Staff would then invoice the member for the work done.
- A new initiative called Regime Executive Councils, a meeting with the COO and all the regime boards, will take place on July 3, 2008. The topics are how to help improve the aging regime landscapes and buildings.
- KICA has recruited 42 properties of the 75 needed for national wildlife certification.
- My Green Community, an initiative of CAI (Community Association Institute) is highlighting how members of community associations are helping the environment. Kiawah is the first community association in the nation to be highlighted and will be on the CAI Web site in April.
- The Rhett's Bluff restroom project is on time and expected completion is March 15, 2008.

- Pond 32 dredging project is 90% complete and expected to be finished before the March 17 deadline.
- The landscape revitalization renovations project has begun. More information on this project will be forthcoming.
- The landscape plan review project is estimated to begin in May 2008.
- Regarding staff safety when relating to worker's compensation and lost time from work, there has been a dramatic decrease in the number of hours lost since the board's decision to implement an employee safety committee. The worker's compensation rate is at its lowest in 5 years. Russ Crane recommends board recognition of the employee safety committee.
- Staff plans to implement a procedure to improve the process of tracking the 2008 operations strategic plans, which may include new software.

#### 5. Board Action Required

A. Deferred until later in the meeting.

B. KINHC grant request for 765 Curlew Court

At the 2007 annual meeting, the membership approved making grants for land preservation on Kiawah Island. The Kiawah Island Natural Habitat Conservancy (KINHC) requested the association make an additional grant for assistance in purchase of 765 Curlew Court for land preservation. Conservancy is seeking \$200,000.

Director Buddy Darby arrived at 2:18 p.m.

Mr. Wilson asked if these funds were in addition to the \$100,000 granted in 2007. Mr. Bunting affirmed this was correct. Mr. Wilson went on to clarify that by covenant, the grant money was to be taken from the major repairs and replacement (MRR) reserve fund and that the board may elect, as its right, to replenish the MRR fund from the unrestricted operating fund balance. **Dr. Glassman moved to approve the grant request as submitted. Mr. Crane seconded the motion. The vote carried as follows: Directors, Glassman, Crane, Roberts, Darby and Wilson voted in favor. Chairman Warren abstained.**

C. Tow Truck Access Fee Waiver Policy Change

Previously, the Security and Safety committee examined the possibility of eliminating vehicle access fees for wreckers and tow trucks servicing members, guests, renters, etc. At the November meeting, the board of directors voted to eliminate such fees for wreckers servicing members. A representative of AAA of South Carolina requested the same consideration for all wreckers and tow trucks accessing the island. The representative cited that access fees add unnecessary stress to persons already distressed due to vehicular problems. In the interest of better serving the members, staff requested the board consider eliminating all fees for wreckers/tow trucks accessing Kiawah Island. **Dr. Glassman moved**

**to approve waiving access fees for all wreckers/tow trucks. Mr. Wilson seconded the motion. The vote carried as follows: Directors Glassman, Crane, Roberts, Darby and Wilson voted in favor. Chairman Warren abstained.**

D. Employee Handbook Policy Changes

The KICA Employee Handbook is reviewed every few years by the Human Resource Committee (HRC). The majority of the changes proposed by the HRC are for clarification and can be approved by the chief operating officer. Changes affecting policy must have the approval of the board of directors. The staff sought board approval of the policy changes regarding employee code of ethics and substance abuse. If approved, changes will be implemented into the 2008 employee handbook. **Dr. Glassman moved to approve the policy change as submitted. Mr. Crane seconded the motion. The vote carried as follows: Directors, Glassman, Crane, Roberts, Darby and Wilson voted in favor. Chairman Warren abstained.**

E. Approval of Annual Meeting Agenda

Staff sought board approval of the 2008 annual meeting agenda. **Mr. Crane moved to approve the agenda. Dr. Glassman seconded the motion. The vote carried as follows: Directors, Glassman, Crane, Roberts, Darby and Wilson voted in favor. Chairman Warren abstained.**

A. Resolution Recognizing Buddy Darby's Contributions

The board gratefully acknowledged with a general policy resolution the developer's contribution of easement on Little Bear Island for the goal of conservation and investing in the preservation and quality of life for Kiawah Island. **Dr. Glassman moved to approve the resolution as submitted. Dr. Roberts seconded the motion. The vote carried as follows: Directors, Glassman, Crane, Roberts and Wilson voted in favor. Chairman Warren and Director Darby abstained.** Chairman Warren then presented Buddy Darby with a plaque recognizing his contributions to Kiawah Island.

6. Items for General Discussion

A. Director Liaison Reports. No reports were given.

7. Adjournment

Having no further business to conduct, the meeting was adjourned at 2:38 p.m. on motion duly made and seconded.

Submitted by

Tomi Moore  
March 5, 2008

Armand Glassman  
Secretary