

**King City Highlands Homeowners Association
Board of Directors Regular Meeting
April 22, 2020**

Minutes of the King City Highlands Homeowners Association Board of Directors meeting held on April 22, 2020 at 3:00 p.m. via a conference call with Board Members. Oregon governor Kate Brown issued a statewide order to suspend open meetings due to the Coronavirus outbreak. Any resident who wanted to listen to the Board Meeting was given the opportunity by President, Mike Dahlstrom to dial in to the conference call. As with all Board Meetings, participation was not available. KCHHOA is an Oregon Planned Community restricted to residents fifty-five (55) years of age or older.

Present at Conference Call:

Mike Dahlstrom, President

Judith Baese, Secretary

Sherry Stanley, Treasurer

Mark Braverman, Director

Dave Platt, Director

Jerry Crane, Clubhouse Maintenance Chair

Gordon Keeney, Community Member

- I. **Call to Order:** The meeting was called to order at 3:05 p.m. by president Mike Dahlstrom via conference call per order of Oregon governor Kate Brown to suspend local meetings because of Coronavirus.
- II. **Establish Quorum:** A quorum was established.
- III. **Approval or Amendment of the Agenda:** **AGREED:** Baese moved and Stanley seconded to approve the amendment to the agenda. Passed without objection.
- IV. **Approval of March 25, 2020 Board Minutes:** Suspended until May 27, 2020 Board Meeting. **AGREED:** Dahlstrom moved and Platt seconded to suspend approval of March 22, 2020 Board Meeting until May 27, 2020.
- V. **Treasurer's Report:** Suspended until May 27, 2020 Board Meeting.
- VI. **Unfinished Business:**
 - a. **Finalize Clubhouse Use Guidelines and Complete Approved Resolution.** Suspended until May 27, 2020 Board Meeting.

VII. New Business:

a. Clubhouse Maintenance Proposal: Jerry Crane, Clubhouse Maintenance Coordinator presented a proposal from Vanair, Inc. the HVAC company that has been working on our furnaces and air conditioners. Vanair stated that we are risking our copper pipes that carry the refrigerant to the air handlers. They suggested putting low pressure and high pressure switches together with a lockout board on the remaining 5 old machines. This solution would protect the compressor from damage. Dahlstrom asked for a new proposal that would state that payment would be submitted upon completion of project. Total cost would be \$1663.00 to be paid out of General Ledger # 20-6555. **AGREED:** Stanley moved and Braverman seconded to move forward with the proposal Passed without objection .

b. Santizers for Clubhouse: Gordon Keeney presented a proposal for one stand alone and two wall mounted sanitizers. The stand alone unit would be at the front entrance, one wall mounted unit would be in the kitchen facing the dining area and the third one inside the kitchen. The estimated cost for the three dispensers and sanitizing cartridges is \$260.00. The supplier has stated that these units will not be available until June 2020 and there could be a slight price increase when they are back in stock. Board discussed the pros and cons of installing the sanitizing units. **AGREED:** Dahlstrom moved and Braverman seconded to accept Mr. Keeny's proposal to purchase and install three sanitizing units with a cap of \$350.00.

VIII. Next Meeting: The next Board Meeting will be on Wednesday, May 27, 2020. The Town Hall will begin at 6:30 p.m.

IX: The meeting was adjourned at 3:50 p.m.