

Clearwood Community Association

Minutes of the Board of Directors Meeting

December 15, 2018 - ****DRAFT****

- 1 **1. MEETING CONVENED**
- 2 a. At the Clearwood Office
- 3
- 4 **2. QUORUM**
- 5 a. The quorum for the meetings of the Board of Directors is four. Four Directors
- 6 were in attendance throughout the meeting, therefore the quorum was met.
- 7
- 8 **3. IN ATTENDANCE**
- 9 a. Directors: Andrew Eubanks (President), Emily Martin (Secretary), John Moore
- 10 (Treasurer) and Tom Jones (Director)
- 11 b. Members: Brian Gerrish, Malinda Poirier, Linda Azzarella, Demaris Li, Valerie
- 12 Cawley, Patrick Drinkard, Em Seymour, Justin Denoyer.
- 13
- 14 **4. REGULAR PRESIDING OFFICER AND SECRETARY**
- 15 a. President Andrew Eubanks and Secretary Emily Martin
- 16
- 17 **5. MEETING CALLED TO ORDER at 9:00am**
- 18
- 19 **6. INTRODUCTIONS**
- 20 a. The Board, Members and Guests introduced themselves.
- 21
- 22 **7. APPROVE THE AGENDA**
- 23 a. A Motion is made by President Eubanks and seconded by Treasurer Moore to
- 24 approve the agenda. Motion passed unanimously.
- 25
- 26 **8. APPROVE THE CONSENT AGENDA**
- 27 a. A Motion was made by Secretary Martin and seconded by President Eubanks
- 28 to remove item g. from the Consent Agenda and move to New Business.
- 29 Motion passed unanimously.
- 30 b. A Motion was made by Secretary Martin and seconded by President Eubanks
- 31 to approve the Consent Agenda with changes. Motion passed unanimously.
- 32 c. Items approved in the Consent Agenda:
- 33 i. Accept Resignation of Sooze Fitsik from the Board of Directors
- 34 ii. Remove Sooze Fitsik from ALL Key Bank and ALL US Bank Accounts
- 35 iii. Approve Special Board of Directors Meeting Minutes – November 28,
- 36 2018
- 37 iv. Approve Committee Meeting Minutes:
- 38 1. Finance Committee – November 26, 2018
- 39 2. Violations Committee – November 8, 2018
- 40 3. Patrol/Emergency Services Committee – November 21, 2018
- 41 4. Member Activities Committee – November 13, 2018
- 42 v. Maintenance Manager & November Violation Report
- 43 vi. Office Manager Report
- 44
- 45 **9. PRESIDENT ANNOUNCEMENT**
- 46 a. President Eubanks read the cover letter and letter from the attorney that was
- 47 recently mailed out to all members regarding the possible embezzlement of
- 48 Clearwood funds by a former employee. President Eubanks states that while
- 49 there may be a lot of questions, this is all the information we are at liberty to
- 50 provide as this is an ongoing investigation.

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- 51 b. President Eubanks addressed Roberts Rules of Order and how meetings will
52 be held moving forward. Open Forum will remain on the agenda, but will shift
53 toward more Roberts Rules of Order procedures to ensure streamlining of
54 meetings and allow the board to have more discussion amongst themselves.
55

10. OPEN FORUM

- 56
57 a. Member Cawley stated the only problem with the agenda is that the
58 maintenance report is hidden in the Consent Agenda and they would like to
59 see what is in his report that is being approved. Member Cawley also asked if
60 maintenance is on top of the winter season and possible snow. President
61 Eubanks assured Member Cawley that they are following the same winter
62 policy and procedures as previously and are prepared for winter.
63 b. Member Denoyer wanted to inform the board that he will be sending a formal
64 request to have a travel trailer parked in front of his property starting on
65 December 22nd until January 5th as he will be moving on January 3rd. Member
66 Denoyer will be asking for approval to the exception. President Eubanks
67 stated to send the request to the info@clearwood.org and will follow the
68 proper approval process.
69 c. Member Azzarella stated that our CCRs state reasonable requests should be
70 accommodated and we should support our military. President Eubanks stated
71 that we, of course, want to make accommodations, but that everyone should
72 follow the proper channels and process so that it is being tracked not only by
73 the board, but by ACC and Violations.
74

11. OLD BUSINESS

- 75
76 a. RV Dump Update
77 i. President Eubanks stated he had been playing phone tag with the
78 designer. The designer had a scheduled time to come out and meet
79 with a member and planned on combining his visit with meeting with
80 us, but the member cancelled and caused the designer to cancel our
81 meeting as well. President Eubanks is trying to schedule another time
82 for the designer to come out and stated we may have to pay for his
83 time, but will provide an update on this.
84 b. Well 5 Update
85 i. The board approved our contractor, Northwest Water Systems to
86 subcontract the water rights being split so can move forward with
87 equipment and this is moving along well. Member Azzarella asked for
88 the status on the ATEK system. Director Jones stated Northwest Water
89 Systems is handling. Member Azzarella asked what the estimated
90 completion date was. Director Jones stated he does not have the
91 completion date at this time and has to wait on approval from the
92 county. Member Azzarella asked how are Wells 1 and 2 holding up.
93 Director Jones stated Well 2 is declining on production and why we are
94 really pushing the county for approval, so we can move forward.
95 President Eubanks and Director Jones will be meeting with Lydia from
96 Northwest Water Systems to get a status update and everything in
97 line. Member Cawley asked for clarification on who was moving water
98 rights. President Eubanks stated the subcontractor is working on this
99 and understands the severity with Well 1 & 2 and the need to get this
100 going. Treasurer Moore stated measurements on the Wells were all
101 taken in the lowest part of the year, in the fall. Now with the rain, the

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102 levels will come up, so we've made it through the worst part of the
103 year. Member Cawley stated this is the first time we've been
104 concerned about the aquifers.

105 c. Gate Update

106 i. Director Jones stated the cement repairs will be done for front and
107 back gate will be completed on December 26th. Member Gerrish asked
108 if the cameras will be operational at this time and Director Jones
109 confirmed they would be. Member Azzarella brought up an issue with
110 the emergency gate being closed when the fire department was unable
111 to access the community due to the emergency gate and back gate
112 being shut as the same time. President Eubanks stated we are aware
113 of the situation and this concern was addressed. Member Poirier
114 suggested one be open before the other is closed.

115 d. Employee Handbook

116 i. President Eubanks stated this is still being reviewed by the lawyer and
117 has not come back yet.

118
119 **12. NEW BUSINESS**

120 a. Emergency Evacuation and Safety Presentation

121 i. Member Li is a new member who moved here last year. Member Li
122 asked to provide a little of her background and stated she was a
123 student at University Alaska in Fairbanks for her Master's Degree in
124 Security / Emergency Management. Member Li also volunteers for the
125 Bald Hill Fire Department and is involved in an internship at the
126 Emergency Management Division at Camp Murray. Member Li stated
127 her first realization when moving here is that we only have one way
128 out and one way in which is a huge concern. Member Li spoke with the
129 Office to learn the plan for an emergency evacuation and learned there
130 really isn't one. Member Li also has concerns regarding the chemicals
131 being stored as that adds to a greater chance of emergency
132 evacuation. Member Li wants to come up with an emergency plan for
133 Clearwood and had contacted Thurston County to see if they had
134 something already in place, but Clearwood is not included in their
135 Comprehensive Emergency Management Plan. Member Li wants to
136 work with Board, Thurston County, Thurston County Sheriff, Bald Hill
137 Fire Department and anyone else in the community that can contribute
138 as it will be a team effort. Member Li stated the number one goal is to
139 get Weyerhaeuser on board as well as they will be a huge part of this
140 and understands there were some challenges in the past that need to
141 be overcome. President Eubanks stated a committee may be the way
142 to go. President Eubanks asked Member Drinkard if this is something,
143 he would be willing to take on due to his organizing of the Emergency
144 Preparedness group and this could be a subcommittee of Patrol and
145 Emergency Services. Member Drinkard stated that a lot of people were
146 interested, but don't want to actively participate. Member Azzarella
147 stated there is very little communication in the event of an emergency.
148 Treasurer Moore stated there is a classic case with the camp fire in
149 California that caused a mass evacuation and there were around 85
150 elderly who were left behind because they didn't know who they were.
151 Member Poirier stated this is a great example of how division leaders
152 would come in handy in an emergency situation. Member Drinkard

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153 stated he would be willing to take lead on a subcommittee. President
154 Eubanks stated this is something that can be worked on and brought
155 to the January meeting.

156 b. Board Resolution 2018-12-15 A Member Resolution Concerning Volunteer
157 Background Checks

158 i. President Eubanks reads from the Bylaws, Section V. Board of
159 Directors, point 2, para 3. "It is a responsibility of the Board of
160 Directors to ensure that all volunteers must pass a Clearwood
161 Community Association (CCA) background check prior to being seated,
162 elected or otherwise volunteering. And it is a further responsibility of
163 the Board to ensure that those candidates for vacant seats on the
164 Board of Directors must pass a CCA criminal background check prior to
165 their name being presented to the membership for election. This goes
166 into effect immediately upon the affirmative vote of the membership at
167 the 2015 annual membership meeting." President Eubanks stated we
168 have to have a background check, but the issues are that nothing that
169 states what constitutes a passed background check and there is no
170 resolution that outlines this. President Eubanks stated we need to set a
171 standard to protect the association. President Eubanks reads the
172 proposed resolution, "Therefore, be it resolved that, it is a
173 responsibility of the Board of Directors to ensure that all volunteers
174 must pass a Clearwood Community Association criminal background
175 check prior to being seated, elected or otherwise volunteering. And
176 that passing a Clearwood Community Association criminal background
177 check is as follows; No felony convictions and no misdemeanor
178 convictions within the last 10 years. And it is further the responsibility
179 of the Board to ensure that those candidates for vacant seats on the
180 Board of Directors must pass a Clearwood Community Association
181 criminal background check prior to having their name being presented
182 to the membership for election. President Eubanks feels that felony
183 convictions are heinous, and any number of years alleviates the
184 liability to the community. Member Cawley stated that the resolution
185 specifies criminal, but there are situation that involve civil cases that
186 should be included. President Eubanks stated that the WA State Patrol
187 Background Checks being ran don't pull civil lawsuits and there are
188 more requirements in order to run these kinds of background checks.
189 Member Azzarella asked what an example of civil case would be.
190 Member Cawley offered the recently sent out letter as an example as
191 being a civil case, not criminal. President Eubanks stated we cannot
192 account for everything, but have to do our due diligence to prevent as
193 much liability as possible. Member Poirier stated that it may be a good
194 idea to exclude member who are currently involved in a criminal or
195 civil case, but not yet convicted until such time as the charges being
196 adjudicated. President Eubanks stated we need to be careful about not
197 violating someone's Fifth Amendment Rights. This resolution is about
198 protecting the association as a whole. Member Azzarella stated that
199 background checks for directors have to be done carefully as bylaws
200 do not state what qualifications you must have to be on the board and
201 cannot place too many restrictions and you cannot require background
202 checks annually. Member Azzarella stated that Finance had voted
203 unanimously to be brought to board that all employees must be

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- 204 bonded and insured and that can be done annually. In addition,
205 Member Azzarella stated the Accountant is not bonded or insurance
206 because they have B&O Insurance. Member Azzarella recommended
207 that resolutions not be too long as members will not read it all or vote
208 for it. President Eubanks stated that the resolution was one page and
209 kept short and to the point.
- 210 ii. A Motion was made by President Eubanks and seconded by Treasurer
211 Moore to adopt, implement effective immediately and put up for vote
212 by the membership at the 2019 Annual Meeting, Resolution 2018-12-
213 15. Motion passed unanimously.
- 214 c. Summit Proposal
- 215 i. President Eubanks stated we are putting systems in place to safeguard
216 our finances. Summit Business Team has proposed checks and
217 balances, getting us current and correcting our system. Member
218 Cawley asked for the amount. President Eubanks stated the total cost
219 was \$18,700.00. President Eubanks stated that in the long run this will
220 save us money as it will be fewer labor costs to take payment,
221 mailings, etc. Member Seymour asked if PC Tech would be involved.
222 President Eubanks stated no, the system security hasn't been
223 breached and it's more safeguards for the finances and systems.
224 Member Cawley stated that we should not complain about this cost as
225 there was bad debt that couldn't be accounted for previously and this
226 proposal is nothing compared to that. President Eubanks stated that
227 Finance committee has reviewed and recommended to the board to
228 approve.
- 229 ii. A Motion is made by President Eubanks and seconded by Secretary
230 Martin to approve Summit Business Team's proposal in the amount of
231 \$18,700.00. Motion passed unanimously.
- 232 d. Approve seating of the following Members to the Finance Committee:
- 233 i. President clarified the recommendation from the Finance Committee so
234 seat Member Laura Drybread and Member Racheal Paige.
- 235 ii. Member Cawley asked why Yvonne Moore and Sooze Fitsik were not
236 being seated. Member Azzarella stated they both withdrew their names
237 and no longer wanted to be seated on the committee.
- 238 iii. A Motion was made by President Eubanks and seconded by Treasurer
239 Moore to seat Member Drybread and Member Paige on the Finance
240 Committee. Motion passes unanimously.

13. BOARD CANDIDATE PRESENTATIONS / INTERVIEWS

- 243 a. Each candidate was asked a series of questions separately. They are as
244 follows:
- 245 i. Why do you want to be on the Board of Directors?
246 ii. What's the one thing that would make you resign before your term is
247 up?
248 iii. How have you served the community?
249 iv. Are you willing to put your opinions aside in order to adhere to the
250 covenants and bylaws?
251 v. Can you look at situations objectively and put the Associations needs
252 above personal agendas?
253 vi. Can you be a team player and respect other board members even if
254 you disagree with them?

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- 255 vii. Can you respect the Association staff and not unduly interfere with
256 their day to day job tasks?
257 b. Member Gerrish answered the questions as follows:
258 i. Question 1
259 1. Member Gerrish stated there is a lot that he would like to get
260 accomplished and get implemented in the community through
261 Patrol and ACC and be a part of the decision making. Member
262 Gerrish stated he can bring a lot to the board with his past
263 experience on the board and ex-officio and has lived in the
264 community for over 12 years.
265 ii. Question 2
266 1. Member Gerrish stated if he found it as dysfunctional as last
267 August when he previously resigned where things are not
268 getting accomplished and nobody is working together.
269 iii. Question 3
270 1. Member Gerrish stated he was involved with/as
271 Patrol/Emergency Services, ACC, previous board officer,
272 Violation Review Panel, ex-officio and Project Manager for
273 Clearwood.
274 iv. Question 5
275 1. Member Gerrish stated he could.
276 v. Question 6
277 1. Member Gerrish stated he could.
278 vi. Question 7
279 1. Member Gerrish stated he could.
280 vii. Question 8
281 1. Member Gerrish stated he could.
282 viii. Candidate Statement
283 1. Member Gerrish stated he would like to work with the
284 committees and the board and has with new ideas for Patrol
285 and ACC and wants to be able to be part of the board to have
286 access that would be necessary to make those changes such as
287 the gates, cameras and safety.
288 c. Member Drinkard answered the questions as follows:
289 i. Question 1
290 1. Member Drinkard stated that volunteering is something that is
291 a value he holds and has volunteer for military and his wife is
292 active military. Member Drinkard wants to help and do what he
293 can to help his community.
294 ii. Question 2
295 1. Member Drinkard stated no and if he is given a seat, the only
296 thing that would make him resign before his term is if his wife
297 was PCS'd and they were required to move. She has three
298 years left before retirement and no plans to move.
299 iii. Question 3
300 1. Member Drinkard stated that when he moved here a year and a
301 half ago, he joined Patrol and put together the Emergency
302 Preparedness group.
303 iv. Question 5
304 1. Member Drinkard stated he could.
305 v. Questions 6

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- 306 1. Member Drinkard stated he could and while he knows
307 qualifications cannot be asked, he would like to provide some.
308 Member Drinkard has taken a lot of classes through the military
309 and understanding dichotomies and group thinking as well as
310 open communication training to help identify and assist in
311 moving forward. Member Drinkard stated he is a logical thinker
312 and not emotional.
- 313 vi. Question 7
314 1. Member Drinkard stated he could and working with the military,
315 you work with many personalities and backgrounds.
- 316 vii. Question 8
317 1. Member Drinkard stated he could, but needs to ensure the staff
318 is on task and that SOPs are set in place.
- 319 viii. Candidate Statement
320 1. Member Drinkard stated that in serving on patrol and going
321 around the different areas of Clearwood, he noticed that people
322 look out for their own neighbors. While doing Vacation Checks,
323 neighbors notice and ask questions which provides a sense of
324 pride in the neighborhood and Member Drinkard wants to
325 expand on that. Member Cawley asked to state a specific
326 situation she had with Member Drinkard while on Patrol where
327 he came out to address a concern and went about and beyond
328 to put her mind at ease and check out her concerns and cared
329 enough to do so.
- 330 d. Member Seymour
331 i. Question 1
332 1. Member Seymour stated that while she resigned previously for
333 personal issues, her community comes first and has no plans to
334 leave anytime soon.
- 335 ii. Question 2
336 1. Member Seymour stated only if she saw any blatant illegal
337 activity that was happening and being ignored, not corrected.
- 338 iii. Question 3
339 1. Member Seymour stated that once she resigned from the
340 board, she stepped back from the community. Prior to her
341 resignation, she participated in CPC and MAC and truly loved
342 working with the committees.
- 343 iv. Question 5
344 1. Member Seymour stated she could.
- 345 v. Question 6
346 1. Member Seymour stated she could, and she has four kids and is
347 not allowed a personal agenda.
- 348 vi. Question 7
349 1. Member Seymour stated she could and has worked in Human
350 Resources for some time and that is one of the first things you
351 are taught.
- 352 vii. Question 8
353 1. Member Seymour stated she could.
- 354 viii. Candidate Statement
355 1. Member Seymour stated she was excited to see how many
356 people wanted to step up and how far this community has

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357 come along and moving forward. Member Seymour stated that
358 she feels she will be an asset to the board, but if she is not
359 selected, there are still amazing choices.

360 e. Member Poirier

361 i. Question 1

362 1. Member Poirier stated that the board needs help and she has
363 the time and wants to do what she can to help.

364 ii. Question 2

365 1. Member Poirier stated that the only thing would be if it was a
366 necessity and a personal life situation regarding family that was
367 unavoidable.

368 iii. Question 3

369 1. Member Poirier stated that she became very active when she
370 became an owner a little over a year ago. Member Poirier
371 stated she has attended many board and committee meetings,
372 drafted two resolutions and helped put together the MRC and is
373 the committee chair. Member Poirier stated she also ran for the
374 August election for a seat on the Board of Directors, receiving
375 33 votes from the membership.

376 iv. Question 5

377 1. Member Poirier stated she could and that every member signs a
378 form to adhere to our CCRs and they need to follow them.

379 v. Question 6

380 1. Member Poirier stated she could and believes she has shown
381 that in the past.

382 vi. Question 7

383 1. Member Poirier stated she could.

384 vii. Question 8

385 1. Member Poirier stated she could.

386 viii. Candidate Statement

387 1. Member Poirier stated she believed she had shown her
388 dedication and has brought ideas, transparency and
389 communication to the community. Member Poirier stated she
390 has had discussions on streamlining and that we are doing this
391 with the finances and she wants to be a part of that. Member
392 Poirier stated there has been a lot of things that have been put
393 on hold and excited to see these things moving forward and
394 wants to be a part of that.

395 ix. Member Denoyer suggested that the next time the Board has to seat a
396 new Director, to ask questions that are more situational based and not
397 yes/no questions.

398 f. Member Lang (via conference call)

399 i. President Eubanks advises Member Lang that he is on speaker phone
400 and that no candidates are in the room, but members as present.

401 ii. Question 1

402 1. Member Lang stated that he wants to serve in any capacity
403 that he can. Member Lang stated that while he does have other
404 commitments, when he agrees to something, he follows
405 through on that agreement and is committed to serving on the
406 board.

407 iii. Question 2

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- 408 1. Member Lang stated that nothing immediately comes to mind
409 and the only thing would be personal reasons, but that is hard
410 to judge.
- 411 iv. Question 3
- 412 1. Member Lang stated that he has not served in a great
413 compacity up until this point, but has been a part of the
414 Emergency Preparedness and involved a little in MRC.
- 415 v. Question 5
- 416 1. Member Lang stated he could.
- 417 vi. Question 6
- 418 1. Member Lang stated he could.
- 419 vii. Question 7
- 420 1. Member Lang stated he could.
- 421 viii. Question 8
- 422 1. Member Lang stated he could.
- 423 ix. Candidate Statement
- 424 1. Member Lang stated that if the board thinks that he can be
425 helpful, he wants to and if there are more qualified people, he
426 wants best for the community.
- 427 g. Candidate Deliberation
- 428 i. President Eubanks stated that the board only announced two open
429 positions for the Board of Directors, but has no problem seating three
430 if possible. Member Cawley suggested that the board name their first
431 choice for consideration. President Eubanks asked to clarify the proper
432 process for deliberation of potential candidates and if done so in
433 private. Secretary Martin stated that when previous candidates were
434 considered, discussion was had in open session without the
435 candidates, they voted on the candidates and then brought them back
436 in the room to announce who the board was seating. President
437 Eubanks stated they should discuss each candidate's pros and cons.
- 438 1. Member Gerrish
- 439 a. President Eubanks stated that Member Gerrish is level
440 headed, has been in the community for some time and
441 doesn't see any red flags. Secretary Martin stated she
442 likes the experience Member Gerrish has in regard to
443 project management and dedication he has on patrol
444 and other committees as well as his willingness to help
445 wherever he is needed. Secretary Martin brought up
446 concerns with the level of commitment in regard to
447 Member Gerrish's resignation without notice back in
448 August and concern with patrol being dominated by
449 board members if he is sat. Treasurer Moore stated he
450 knows Member Gerrish and how he works and that he is
451 a good person who is always willing to accept
452 responsibility and his specialty is project management
453 which is a huge value. Director Jones agreed and added
454 that Member Gerrish is by the book.
- 455 2. Member Drinkard
- 456 a. President Eubanks stated that Member Drinkard is a go-
457 getter and rule follower. Treasurer Moore stated he
458 would be his number two pick. Secretary Martin stated

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- 459 she liked that while there were a lot of yes and no
460 questions, Member Drinkard provided additional
461 information.
462
- 463 3. Member Seymour
464 a. President Eubanks brought up concerns with Member
465 Seymour's resignation without notice and concerns with
466 her previously being on the board and lack of
467 participation on the board and liaison for committees.
468 Secretary Martin stated she had the same concerns in
469 regard to the level of commitment to attend meetings
470 and perform duties. Director Jones agreed and stated
471 there were a lot of patrol meetings he had to cover last
472 minute because of this.
- 473 4. Member Poirier
474 a. President Eubanks stated that Member Poirier is very
475 motivated and has a lot of positives, but had concerns
476 about her ability to separate her opinion versus the rules
477 and may put out inaccurate information on Facebook if
478 she grossly disagrees. Treasurer Moore agreed, and
479 Director Jones mentioned a meeting he attended where
480 Member Poirier talked over everyone and was difficult to
481 hold their meeting. Secretary Martin stated that she
482 does not want people on the board that are going to
483 agree with every decision and that while her and
484 Member Poirier have had differing opinions, they were
485 able to agree to disagree and move on. Secretary Martin
486 stated that having valid concerns is fine, but not liking
487 someone is not a valid concern and you can't not seat
488 someone because you just don't like them. Secretary
489 Martin added that Member Poirier was the only one of
490 the candidates that ran in the August election and
491 nobody else was willing to, yet they are first in line to be
492 sat by the board, but Member Poirier was voted on by
493 the membership whereas nobody else was.
- 494 5. Member Lang
495 a. President Eubanks stated the member Lang is well-liked
496 in the community and very level headed, but does have
497 concerns regarding his availability. Director Jones
498 agreed with President Eubanks. Secretary Martin stated
499 she felt Member Lang is well-spoken and has well
500 thought out opinions.
501 ii. President Eubanks suggested that they call out each candidate's name
502 and, by show of hands, who would vote for each one.
503 1. Member Gerrish – all directors raised their hand.
504 2. Member Drinkard – Director Jones and Treasurer Moore raised
505 their hand.
506 3. Member Seymour – no directors raised their hand.
507 4. Member Poirier – Secretary Martin raised her hand.
508 5. Member Lang – all directors raised their hand.
509 iii. President Eubanks stated that Member Drinkard would be his next
choice, however, there were factors that needed to be resolved first

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510 and would be corrected by January. Secretary Martin confirmed he
511 could not be sat at this point in time. Treasurer Moore recommended
512 not filling all three seats, only two. Secretary Martin disagree and
513 believes this decision is solely based on they not liking Member Poirier.
514 President Eubanks stated that Member Poirier does not have his vote
515 for the same reasons Member Seymour doesn't and that while they are
516 good volunteers and nice people, he has underlying concerns.
517 iv. A Motion is made by President Eubanks and seconded by Director
518 Jones to only fill two open seats. Treasurer Moore voted yes, Secretary
519 Martin voted no. Motion passed by majority.
520 v. Member Cawley stated that what is being discussed now should not be
521 talked about outside the meeting. Secretary Martin stated that this is a
522 public meeting and they cannot be stricken from the minutes. Member
523 Azzarella stated that she is uncomfortable with names being in
524 minutes and when Member Baker was President the minutes were not
525 as detailed and if the membership wants to know what's going on at
526 meetings, they should attend them. Secretary Martin stated that the
527 board had already agreed to continue using member names in the
528 minutes. Secretary Martin stated she was fine with summarizing the
529 pros and cons, but would not leave them out entirely. Secretary Martin
530 added that many HOAs have recorded or videotaped meeting available
531 and members shouldn't have to attend meetings to be kept informed
532 and reading the meeting minutes should feel like you were at the
533 meeting. President Eubanks stated that his issue is not with how the
534 minutes are done, but the accessibility and would like the website to
535 have a member login. President Eubanks agreed that the discussion
536 regarding the pros and cons of the candidates should not be minuted
537 and should just state they took place. The board agreed with President
538 Eubanks.
539 vi. A Motion is made by President Eubanks and seconded by Director
540 Jones to seat Brian Gerrish into Sooze Fitsik's 2020 open seat. Motion
541 passed unanimously.
542 vii. A Motion is made by President Eubanks and seconded by Director
543 Jones to seat Aaron Lang into Linda Doucette's 2019 open seat. Motion
544 passed unanimously.
545 viii. The candidates are welcomed back in. President Eubanks announced
546 that the board had decided to only fill two open seats as that was what
547 was advertised, and the board was not prepared to fill a third spot.
548 President Eubanks stated that those two candidates were Member
549 Lang being sat in the 2019 open seat and Member Gerrish being sat in
550 the 2020 open seat. President Eubanks thanked all the candidates and
551 their volunteer efforts. Secretary Martin clarified that she voted no and
552 was prepared to fill all three open seats.

14. REGULAR BUSINESS

- 554
555 a. Election of Vice President
556 i. A Motion is made by President Eubanks and seconded by Treasurer
557 Moore to elect Director Jones as Vice President. Motion passed
558 unanimously.
559 b. Check Signatories

Clearwood Community Association

Minutes of the Board of Directors Meeting

December 15, 2018 - ****DRAFT****

560 i. A Motion is made by President Eubanks and seconded by Treasurer
561 Moore to add Vice President Jones to all Key Bank Accounts and as a
562 signatory. Motion passed unanimously.

563 c. A Motion is made by Treasurer Moore and seconded by Secretary Martin to
564 add President Eubanks to the US Bank CD Account. Motion passed
565 unanimously.

566

15. EXECUTIVE SESSION

567 a. A Motion is made by President Eubanks and seconded by Secretary Martin to
568 enter Executive Session at 11:44am to discuss legal issues. Motion passed
569 unanimously.

570 b. A Motion is made by President Eubanks and seconded Treasurer Moore to exit
571 Executive Session at 1:03pm. Motion passed unanimously.

572

16. ADJOURNMANET

573 a. A Motion is made by President Eubanks and seconded by Treasurer Moore to
574 adjourn at 1:04pm. Motion passed unanimously.

575

Minutes Prepared by:

576 Secretary Emily Martin
577

578

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