**Community Property Committee**

**Minutes**

February 13, 2020

Clearwood Community Association

Conference Room

1. CALL TO ORDER AND ROLL CALL:

a. Meeting called to order at 7:00pm by Chairperson

b. Members present: Chair Cookie Skelly, Recorder Ron Parsons, Malinda Poirier, Henry Risen, Brandon Schock, Chris Audley,

c. Members Absent: Syndi Martin (A), Walter White (E)

2. COMMUNITY MEMBERS IN ATTENDANCE: None

3. APPROVAL OF MINUTES: Brandon made a motion to accept the January 09, 2019 Minutes, with corrections, as published. Motion seconded by Chris. Approved 6-0.

4. NEW BUSINESS ADDED TO AGENDA:

a. Sunset Beach. Sand behind beach retaining spilling into lake and needs to be replaced. Chair asked Board Liaison Malinda to discuss issue with maintenance director.

Malinda made a motion to add above items to January meeting. Henry seconded the motion. Approved 6-0.

5. APPROVAL OF AGENDA: Brandon made a motion to accept the January 09, 2020 Agenda as published with above addition. Motion seconded by Ron. Approved 6-0.

6. Board Liaison Report: (no report available). Malinda tasked to notify the Board of Directors (BOD) at their January meeting, and report the results to the CPC at our March 12, 2020 meeting, the following;

1. Malinda reported that the board approved our effort to offer an opportunity to teens seeking volunteer hours for college application. The board asked to see the proposed plan how this effort was to be administered, monitored, and application process. Cookie advised the group that the requested document is completed and will be sent to the board for review and, pending changes, approval.

2. CPC motion to request any useable hardscaping materials from, Reichel beach wall repair, and any other beach/park projects by maintenance be repurposed for use in other/future projects by the CPC. Maintenance manager reported that no materials were available at this time.

3. Suitable storage space, to replace the Vine Loop restroom utilization request, be allocated to the CPC for tool storage. Malinda reports that the issue is under consideration but nothing is available at this time.

7. OLD BUSINESS:

a. New members requesting to be seated has been approved by the board. None at this time

b. CPC sponsoring teens-high school/college credit volunteer work program

Discussion: Malinda reported that the board approved the teen volunteer work for college application

credit project. They requested to see the written plan for the project before final approval is given. A notice has been sent to the community, via the web page, that this opportunity is available to those students seeking volunteer work for credit on college application. Cookie had several parents that would not sign the Waiver due to section 1 and asked to revise it. Also, Cookie wanted in section 2 to add

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either Committees or Volunteers to the hold harmless agreement. Malinda will contact Mitch to go over these matters or set up a time for Cookie to meet with him. Cookie advised the group that the plan has been finalized and tasked Malinda to present the written plan to the board at their next meeting. Project completed with board final approval. Thank you, Cookie for your initiative and effort in spearheading this effort.

* 1. c. Work party reports: Longmire, Madrona, Otter
  2. Discussion: The Chair reported to the group that a work party was held in January for both the Longmire, Madrona, and Otter beach locations and were well attended and accomplished several tasks. Brush and other downed debris were racked up and placed for maintenance to collect for disposal.

d. CPC Charter update:

* 1. Discussion: The Chair reviewed the charter with the group present requesting input for changes and/or approval as written.
  2. Motion: Malinda made the motion that the charter should be sent to all committee members after compellation of group comments for review and approval. Ron tasked by chair to compile group comments and send new charter for members to review. Motion 2nd by Chris.
  3. Vote: Approved 6/0
  4. e. Four Hydraulic project reports Approval (HPA) report:
  5. Discussion: The Chair reported instead of four HPA’s, Kelly Still, with Fish and Wild Life, condensed the permits to three; pedestrian bridges, wooden docks, and beach recreation areas to include boat launches. All three have been approved by the state. She submitted a copy to the maintenance manager. Agenda item closed. Thank you, Cookie for all of the hard work on this and seeing through.
  6. f. Care of Parks/Trails
  7. Discussion: Cookie assigned each park/trail area to members present. She distributed a detailed map of each area of responsibility and guidelines of duties.
  8. Blue Lake/Trail Henry; Horseshoe Lake/Trail Malinda; Clear Lake Beaches/Trails: Reichel Beach Ron; Windy Beach Chris; Otter Beach Cookie: Madrona Kay; Longmire; Cookie; Hi-Lo
  9. h. CPC 2020 goals
  10. Discussion: Cookie asked the group for suggestions/ideas for the year. Shorter meetings; Sprinklers functioning throughout Clearwood; Replacing plants, Member seasonal BBQ/Party, increase membership; establish a budget.
  11. 8. New Business
      1. a. Longmier landscape, retaining, wall

Discussion: Cookie asked the group to consider the need for a retaining wall at the base of the hill below the bathrooms at Longmier. Her idea is to keep the hillside from sloughing onto the beach and to

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establish an area for planting new vegetation. She asked Malinda to check with maintenance about utilizing existing hardscape materials removed from other beach areas as new walls are placed.

* 1. Motion: Cookie made the motion that the committee should meet next week at Longmier and look the area over and discuss potential materials for planting. Malinda 2nd the motion.
  2. Vote: Approved 6/0
  3. b. Outer wear for volunteers

Discussion: The Chair stated that if CPC workers wore some type of clothing that identified them as CPC volunteer/work party members would promote cohesiveness within the group, provide some safety by increased visibility enhancement, and advertise for the committee at large.

* + 1. Motion: Ron made the motion that due to time constraints that we table this discussion for now and add it to a future agenda, Motion 2nd by Henry.

Vote: Approved 6/0

* 1. c. Roberts Rules of order

Discussion: The Chair presented an overview and handout materials regarding utilizing Roberts Rules of Order for conducting business. Hopefully this will shorten meeting time and be more productive. The expectation from the Chair is that all are to conduct their behaviors accordingly.

11. COMMENTS: See attachments.

12. ADJOURNMENT: Ron made the motion that the meeting be adjourned. Seconded by Brandon. Approved 7-0. Cookie adjourned the meeting at 8:30pm

**Submitted by:**

Ron Parsons Secretary Date: February 23, 2020

**Approved By:**

Cookie Skelly Chairman, Date:\_\_\_\_\_\_\_\_\_\_