

Clearwood Community Association  
Regular Meeting of the Board of Directors  
**December 5, 2020 at 9:00 am** via Zoom  
21603 N. Clear Lake Blvd SE, Yelm, WA 98597

**\*DRAFT AGENDA\***

1. **Meeting Called to Order**
2. **Roll Call**
  - a. Directors: Malinda Poirier, President (MP); Richard Houghton, Vice President (RH); Deborah Baker, Treasurer (DB); Alexa Burns, Secretary (AB); Tyler Marketon, Director (TM); Walter White, Director (WW)
  - b. Aaron Lang, Ex Officio Director (AL)
  - c. Staff:
  - d. Guests:
3. **Introductions**
4. **Approval of Agenda**
5. **Approval of Consent Agenda**
  - a. Minutes of October 24, 2020 Regular Board Meeting
  - b. Minutes of November 6, 2020 Special Board Meeting
  - c. Minutes of November 17, 2020 Special Board Meeting
  - d. Minutes of October 5 Finance Committee Meeting
  - e. Minutes of July 9, 2020 CPC Meeting
  - f. Minutes of September 17, 2020 CPC Meeting
  - g. Minutes of October 8, 2020 CPC Meeting
6. **Welcome and Opening Comments**
7. **Member Agenda Questions**
8. **General Manager's Report**
9. **Business**
  - a. Unaudited Financial Report as of October 31, 2020
  - b. Request to Expend Operating Funds
    - i. 2021 Seasonal Maintenance Employees
    - ii. Dump Trailer
    - iii. Generator Servicing
  - c. Recommendation from Finance re:
    - i. Impact Fees
    - ii. Emergency Capital Spending Process
  - d. Certification of Election 2020
  - e. Correction to Annual General Meeting Minutes
  - f. Updated Rules & Regulations
  - g. Updated Bylaws
  - h. Well 5
  - i. Mailbox Issue – recommendations from subcommittee
  - j. Wood Yard Policy
  - k. Policy for MAC Prizes
  - l. Board Vacancy
  - m. Board Liaison Positions
  - n. Expiration of Ex Officio Board Membership of Aaron Lang
  - o. Communications
  - p. Volunteer recruitment
  - q. Facebook Cover Photo Contest
  - r. Violation Process
  - s. Finance Charter
  - t. Collection Policy
    - i. gate cards
    - ii. water shut-off decisions

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- u. Lot 8/055 Fence Issue Follow-up
  - v. Update on embezzlement case
- 10. Executive Session – Legal Issue**
- 11. Member Open Forum**
- 12. Future Board Meetings**
- a. Lot 8/131 - Disabled Vehicle Violation
  - b. Security System
  - c. Property lines – survey
  - d. COWA Provisions
  - e. Association Reserves Contract
  - f. Background checks
  - g. New Building – survey
- 13. Board Action Items**
- 14. Adjourn**