

Clearwood Community Association  
Special Meeting of the Board of Directors  
**July 14, 2021 at 6:00 pm** via Zoom  
21603 N. Clear Lake Blvd SE, Yelm, WA 98597

**\*APPROVED MINUTES\***

**Numbers in [Brackets] indicate time stamps on the Zoom Recording**

**You will note that the numbers jump around because the items were not discussed in the order on the agenda.**

- 1 **1. Meeting Called to Order – 6:05 pm**
- 2 **2. Roll Call**
- 3 a. Directors: Richard Houghton, Vice President (RH); Alexa Burns (Secretary) (AB),
- 4 Deborah Baker, Director (DB); Walter White (Treasurer) (WW);
- 5 b. Absent: Malinda Poirier, President (MP); Tyler Marketon, Director (TM); Ray Brooks,
- 6 Director (RB)
- 7 c. Staff: None
- 8 d. Guests: Erika Clough, Mariel Lindblad
- 9 **3. Introductions** – Directors and guests introduced themselves.
- 10 **4. [18:10] Approval of Agenda** – *Motion by AB with second by DB to approve the agenda for*
- 11 *the July 14, 2021, meeting, with the addition under Resolutions of proposed change from*
- 12 *annual to monthly dues. Motion passes.*
- 13 **5. Welcome and Opening Comments** – RH acting as Meeting Chair, in the absence of
- 14 President MP. The Meeting is being recorded. Board members will be speaking, Members
- 15 will have an opportunity to comment at a scheduled time.
- 16 **6. General Manager's/Owner's Representative Report** - none
- 17 **7. [19:13] Member Agenda Questions** – no questions.
- 18 **8. Business**
- 19 a. Operations – none.
- 20 b. Governance
- 21 i. **[21:10] 2021 AGM Draft Resolutions - Policy Subcommittee Report**
- 22 1. Back from Legal and Ready for Final Approval
- 23 a. **[22:09] Bylaws Update** – *Motion by DB with second by WW*
- 24 *that the Board approve the resolution regarding the Bylaws*
- 25 *Update to move forward to the ballot for consideration by the*
- 26 *membership at the November 6, 2021, Annual General*
- 27 *Meeting. Motion passes.*
- 28 b. **[25:25] Burn Ban Authority** - *Motion by DB with second by RH*
- 29 *that the Board approve the resolution regarding Burn Ban*
- 30 *Authority to move forward to the ballot for consideration by the*
- 31 *membership at the November 6, 2021, Annual General*
- 32 *Meeting. Motion passes.*
- 33 c. **[28:55] Bylaws – Violations Committee** – *Motion by DB with*
- 34 *second by AB that the Board approve the resolution regarding*
- 35 *the Bylaws regarding the Violations Committee to move forward*
- 36 *to the ballot for consideration by the membership at the*
- 37 *November 6, 2021, Annual General Meeting. Motion passes.*
- 38 d. **[31:50] Dumping on Community Property** – *Motion by DB with*
- 39 *second by RH that the Board approve the resolution regarding*
- 40 *Dumping on Community Property to move forward to the ballot*
- 41 *for consideration by the membership at the November 6, 2021,*
- 42 *Annual General Meeting. Motion passes.*

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- 43 e. **[36:20]** Ex Officio member term of office – *Motion by DB with*  
44 *second by RH that the Board approve the resolution regarding*  
45 *Ex Officio Term of Office to move forward to the ballot for*  
46 *consideration by the membership at the November 6, 2021,*  
47 *Annual General Meeting. Motion passes.*
- 48 f. **[37:45]** Firearms – *Motion by DB with second by WW that the*  
49 *Board approve the resolution regarding Firearms to move*  
50 *forward to the ballot for consideration by the membership at*  
51 *the November 6, 2021, Annual General Meeting. Motion*  
52 *passes.*
- 53 g. **[40:00]** Pool – *Motion by DB with second by RH that the Board*  
54 *approve the resolution regarding the Pool to move forward to*  
55 *the ballot for consideration by the membership at the*  
56 *November 6, 2021, Annual General Meeting. Motion passes.*
- 57 h. **[41:55]** Property Survey – *Motion by DB with second by RH*  
58 *that the Board approve the resolution regarding the Property*  
59 *Survey to move forward to the ballot for consideration by the*  
60 *membership at the November 6, 2021, Annual General*  
61 *Meeting. Motion passes.*
- 62 2. Requiring Further Discussion
- 63 a. **[45:55]** Alcohol Use at Community Events – *Motion by DB with*  
64 *second by RH that the Board approve the resolution regarding*  
65 *Alcohol Use at Community Events, as amended, to move*  
66 *forward to the ballot for consideration by the membership at*  
67 *the November 6, 2021, Annual General Meeting. Motion*  
68 *passes.*
- 69 b. **[1:11:00]** Background Checks – *Motion by DB with second by*  
70 *RH to send the resolution regarding Background Checks for*  
71 *legal review. Motion passes.*
- 72 c. **[1:25:00]** Impact Fees (2 alternatives)
- 73 i. *Motion by DB with second by RH to send the resolution*  
74 *regarding Impact Fees for legal review. Motion passes.*
- 75 ii. *Motion by DB with second by RH to send the preferred*  
76 *alternative resolution regarding Impact Fees for legal*  
77 *review. Motion passes.*
- 78 d. **[1:34:40]** Parking - *Motion by DB with second by RH to return*  
79 *the resolution regarding Parking to the Policy Subcommittee for*  
80 *revisions as discussed. Motion passes.*
- 81 e. **[53:00]** Political Signs – *Motion by DB with second by RH that*  
82 *the Board approve the resolution regarding Political Signs, as*  
83 *amended, to move forward to the ballot for consideration by*  
84 *the membership at the November 6, 2021, Annual General*  
85 *Meeting. Motion passes.*

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- 86 f. **[55:55]** Quorum – *Motion by DB with second by RH that the*  
87 *Board approve the resolution regarding Quorum to move*  
88 *forward to the ballot for consideration by the membership at*  
89 *the November 6, 2021, Annual General Meeting. Motion*  
90 *passes.*
- 91 g. **[59:20]** Remove Fines and Fees from the Rules and  
92 Regulations (Red Book) – *Motion by DB with second by RH that*  
93 *the Board approve the resolution regarding Removing Fines and*  
94 *Fees from the Red Book, to move forward to the ballot for*  
95 *consideration by the membership at the November 6, 2021,*  
96 *Annual General Meeting. Motion passes.*
- 97 h. **[1:43:00]** RV/Boat Screening – *Motion by DB with second by*  
98 *RH to send the resolution regarding RV/Boat Screening for legal*  
99 *review. Motion passes.*
- 100 i. **[1:49:00]** Permanent Motor Vehicle Stalls –  
101 *i. Motion by DB with second by RH to send the resolution*  
102 *regarding Permanent Motor Vehicle Stalls for legal*  
103 *review. Aye: DB, RH, AB. Abstain: WW. Motion*  
104 *passes.*  
105 *ii. Motion by DB with second by AB to send the alternate*  
106 *resolution regarding Permanent Motor Vehicle Stalls for*  
107 *legal review. Aye: DB, RH, AB. Abstain: WW. Motion*  
108 *passes.*
- 109 3. New Resolutions
- 110 a. **[1:03:00]** 2022 Budget Resolution – *Motion by DB with second*  
111 *by WW to send the resolution regarding the 2022 Budget for*  
112 *legal review. Motion passes.*
- 113 b. **[1:04:50]** Approval of 2020 Annual General Meeting Minutes –  
114 *Motion by RH with second by WW to send the resolution*  
115 *regarding the Approval of the 2020 Annual General Meeting*  
116 *Minutes for legal review. Motion passes.*
- 117 c. Buyer’s Transfer Fee – in the hands of Legal to draft, a motion  
118 is not needed. Action Item: AB to follow up with General  
119 Manager.
- 120 d. **[2:10:20]** Non-licensed Motorized Vehicles on Clearwood  
121 Roads – Action Item: RP to ask about insurance liability. Policy  
122 Subcommittee to remove existing language as part of the Rules  
123 and Regulations (Red Book) Update. AB to follow up with  
124 General Manager regarding insurance.
- 125 e. **[2:15:45]** Renter’s Fee – *Motion by DB with second by RH to*  
126 *return the resolution regarding the Renter’s Fee to the Policy*  
127 *Subcommittee for discussion and revision based on feedback*  
128 *from Legal. Motion passes.*

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- 129 f. Addition: To Change the Collection of Dues from Annual to  
130 Monthly. Action Item – return to Finance for discussion and a  
131 recommendation.
- 132 ii. Writing Pros for Board Resolutions – DEADLINE: JULY 22. No more than 200  
133 words, 12 pt. type, do not use bad words. Will be reviewed and approved at  
134 the July 24 Board Meeting. The Policy Subcommittee assigns Board members  
135 to write Pro Statements as follows:
- 136 1. Bylaws Update - DB
  - 137 2. Burn Ban Authority - RH
  - 138 3. Bylaws – Violations Committee DB
  - 139 4. Dumping on Community Property DB
  - 140 5. Ex Officio Member Term of Office MP
  - 141 6. Firearms - RH
  - 142 7. Pool DB/RP
  - 143 8. Property Survey DB
  - 144 9. Alcohol Use at Community Events MP
  - 145 10. Background Checks WW
  - 146 11. Impact Fees (2 alternatives) AB
  - 147 12. Parking DB
  - 148 13. Political Signs RH
  - 149 14. Quorum DB
  - 150 15. Remove Fines and Fees from Red Book DB
  - 151 16. RV/Boat Screening DB
  - 152 17. Permanent Motor Vehicle Stalls - AB
  - 153 18. 2022 Budget Resolution AB
  - 154 19. Approval of 2020 Annual General Meeting Minutes Not required.
  - 155 20. Buyer’s Transfer Fee WW
- 156
- 157 9. **Member Open Forum** – Comments regarding inadequacy of signage to change behavior.
- 158 ~~10. **Executive Session – Legal issues – Executive Session Not Held**~~
- 159 a. ~~Lien Foreclosures and tax arrearages~~
- 160 ~~11. **Reconvene General Session**~~
- 161 ~~12. **Motions resulting from Executive Session**~~
- 162 ~~13. **Adjourn 8:36 pm**~~
- 163

164 **Next Regular Board Meeting:** July 24, 2021, at 9:00 am