

Clearwood Community Association
Regular Meeting of the Board of Directors
January 22, 2022 at 9:00 am via Zoom
21603 N. Clear Lake Blvd SE, Yelm, WA 98597

***DRAFT AGENDA**

- 1. Meeting Called to Order**
- 2. Welcome and Opening Comments**
- 3. Roll Call**
 - a. **Directors Present:** Richard Houghton, (President) (RH); Walter White (Vice President) (WW); Alexa Burns (Secretary) (AB), Tim Kramer (Treasurer) (TK); Deborah Baker, (Director) (DB); Tyler Marketon, (Director) (TM); Sabrina Soriero, (Director) (SS); Malinda Poirier (Ex Officio Member)(MP)
 - b. Staff
 - c. Guests:
- 1. Introductions**
- 2. Approval of Agenda**
- 3. Member Questions and Comments on Agenda Items**
- 4. Approval of Consent Agenda –**
 - a. Minutes of November 6, 2021, Special Board Meeting
 - b. Minutes of November 20, 2021, Board Meeting
 - c. Minutes of December 10, 2021, Special Board Meeting
 - d. Minutes of December 27, 2021, Special Board Meeting
 - e. Minutes of November 15, 2021, Finance Committee Meeting
 - f. Minutes from November 19, 2021, Violations Committee Meeting
 - g. Minutes from December 3, 2021, Violations Committee Meeting
 - h. Minutes from December 22, 2021, Violations Committee Meeting
 - i. Minutes from December 9, 2021, CPC Meeting
 - j. Minutes from November 23, 2021, MAC Meeting
 - k. Minutes from December 28, 2021, MAC Meeting
 - l. Seat the following individuals on the Finance Committee: Phillip Holzinger; Walter White; Tim Kramer; Jackie Lambert; Jeff Thomas; Alexa Burns
 - m. Seat the following individuals on the Member Activities Committee: Judi Thompson; Stephanie Duyck; Janelle Jackson; Richard Houghton; Mariel Lindblad; Alexa Burns; Sabrina Soriero
 - n. Seat the following individuals on the Community Property Committee: Kelly Cunningham, Cookie Skelly
 - o. Seat the following individuals on the Architectural Control Committee: Richard Houghton; Alexa Burns
 - p. Seat the following individuals on the Violations Committee: Carol Anderson; Deborah Baker; Karen Parsons; Linda Doucette; Mariel Lindblad; Richard Houghton; Walter White
 - q. Seat the following individuals on the Elections Committee: Deborah Baker; Walter White; Alexa Burns; Carol Anderson; Mariel Lindblad; Linda Doucette
- 5. General Manager's Report**
- 6. Owner's Representative Report**
- 7. Accounting Manager's Report**
 - a. CDs maturing in February and March
- 8. Business - Operations**
 - a. Leak Detection
 - b. Well 5
 - c. Roads and Water – 30% and 50% Reports
 - d. Tennis Court
 - e. Wood Yard

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9. Business – Governance

- a. Action Item on embezzlement
- b. Member requests for release of information
- c. Staff vacation days
- d. Posting Requests for Proposals on website
- e. Official Communication for Committees
- f. Committee Reports
 - i. Elections Committee
 - ii. Member Activities Committee (MAC)
 - iii. Community Property Committee (CPC)
 - iv. Violations Committee
- g. Communication to Residents
 - i. Volunteer Spotlight – Ron Parsons
 - ii. Media – Weekly Email Newsletter, Website, Facebook

10. Member Open Forum

11. Executive Session – Legal

12. Reconvene General Session

13. Motions Resulting from Executive Session

14. Adjourn

15. Future Agenda Items

- a. Quarterly Paper Newsletter
- b. Use of grazing animals to clear brush
- c. Discussion on best use of boat yard
- d. Security System
- e. Energy efficiency - Future Reserve Repairs
- f. Advertise that there is a reward for turning in vandals (if costs plus fine are collected). Post photos on website and in newsletter. GM have authority to bill people for actual cost plus 10%.
- g. Signs warning of pedestrian traffic
- h. Create resolution for 2022 Election to recoup costs relating to vandalism
- i. Resolutions for 2022

16. GM Action Items

17. Board Action Items

- a. MP and RH work to reorganize 2021 Action Plan to be able to track in software
- b. MP - Write in next newsletter an update on office building
- c. RH design sign for sharing road with pedestrians
- d. Policy Subcommittee work on Harassment Policy for Employees
- e. RH, AB and RP to explore using grazing animals to clear brush

Next Regular Board Meeting: February 26, 2022, at 9:00 am