

Clearwood Community Association
Special Meeting of the Board of Directors
September 8, 2022 at 6:00 pm via Zoom
21603 N. Clear Lake Blvd SE, Yelm, WA 98597

MINUTES

1. **Meeting Called to Order – 6:05 pm**
2. **Welcome and Opening Comments** – This meeting is being recorded in Zoom.
3. **Roll Call**
 - a. **Directors Present:** Richard Houghton, (President) (RH); Walter White, Vice President (WW); Alexa Burns (Secretary) (AB), Tyler Marketon, (Director) (TM); Sabrina Soriero, (Director) (SS)
 - b. Absent: Tim Kramer, Treasurer (TK); Deborah Baker, (Director) (DB); Malinda Poirier (Ex Officio Member) (MP)
 - c. **Staff Present:** Racheal Paige, General Manager (RP)
 - d. **Guests:** none
4. **Introductions –**
5. **Approval of Agenda** – *Motion by WW with second by RH to approve the agenda for the September 8, 2022, Special Board Meeting. Motion carries.*
6. **Member Questions and Comments on Agenda Items** – None.
7. **Business**
 - a. Bridge Repairs – *Motion by WW with second by RH to suspend the rule requiring a motion before discussion. Motion carries.*
 - i. Discussion – Renter running from the police tried to cross the upper spillway bridge in their Prius and destroyed the bridge. RP is dealing with the owner of the property where the renter is staying and with CCA insurance company.
 - ii. *Motion by WW with second by RH to reinstate the rule requiring a motion before discussion. Motion carries.*
 - iii. *Motion by WW with second by RH for the Board to authorize the General Manager to expend not to exceed \$30,000 out of General Reserves to repair the Upper Spillway Bridge. Motion carries.*
 - b. Board Resolutions for Annual General Meeting
 - i. Audit Review – *Motion by WW with second by RH to approve "A Resolution To Amend The Bylaws To Provide For An Audit Review And To Remove Language Which Is Incorrect", with any changes as discussed, for inclusion in the Voter's Pamphlet. Motion carries.*
 1. Discussion: our bylaws state that the members may vote to waive the annual audit. The Board wants to be able to engage a CPA to do a review, should the members waive the audit.
 - ii. Disclosure of Association and Member Information – *Motion by SS with second by TM to approve "A Resolution To Amend The Rules And Regulations Regarding Disclosure Of Association And Member Information", with any changes as discussed, for inclusion in the Voter's Pamphlet. Motion carries.*
 1. Discussion: this clarifies what information is open to members, how they may use it, and how they go about accessing it. There were overlaps and inconsistencies in the language. For example, it currently says Minutes of Executive Sessions may be accessed. However, no Minutes are kept in Executive Sessions.
 - iii. Interest on Assessments – *Motion by WW with second by RH to approve "A Resolution To Amend The Bylaws To Provide The Board With Discretion In Setting The Interest Rate On Assessments", with any changes as discussed, for inclusion in the Voter's Pamphlet. Motion carries.*

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1. Discussion: current bylaws specify that unpaid assessments carry an interest rate of 12% per annum. The Board wishes to have the discretion to charge less.
- iv. Permanent Vehicle Stalls – *Motion by RH with second by SS to approve the resolution regarding "A Resolution To Amend The Rules And Regulations - Permanent Vehicle Stalls", with any changes as discussed, for inclusion in the Voter's Pamphlet. Motion carries, with WW abstaining.*
 1. Discussion: current Rules & Regulations limit a vehicle stall (carport) to a roof and no sides. The intention of this resolution is to provide a way for owners to better protect their vehicles, by adding partial sides to a vehicle stall.
8. **Member Open Forum** – none.
9. **Adjourn** – 6:43 pm

10. Future Agenda Items

- a. Contingency Account
- b. Use of grazing animals to clear brush
- c. Discussion on best use of boat yard
- d. Signs warning of pedestrian traffic

11. GM Action Items

12. Board Action Items

- a. RP, RH and AB finalize the process for the Volunteer Spotlight
- b. RH design sign for sharing road with pedestrians – no trespassing/no tailgating signs
- c. RH, AB and RP to explore using grazing animals to clear brush

Next Regular Board Meeting: September 24, 2022, at 9:00 am