

Clearwood Community Association
Regular Meeting of the Board of Directors
December 16, 2023 at 9:00 am via Zoom
21603 N. Clear Lake Blvd SE, Yelm, WA 98597

AGENDA

1. **Meeting Called to Order –**
2. **Welcome and Opening Comments –**
3. **Roll Call**
 - Directors:** Richard Houghton, President (RH); Walter White, Vice President (WW); Alexa Burns (Secretary) (AB), Phillip Holzinger (Director) (PH); Christian Gates (Director) (CG); Tim Kramer (Treasurer) (TK)
 - Staff:** Racheal Paige, General Manager (RP); Jennifer Spidle, Accounting Manager (JS); Mitch Waterman, Owner's Representative (MW)
 - Guests:**
4. **Introductions -**
5. **Approval of Agenda –**
6. **Member Questions and Comments on Agenda Items –**
7. **Approval of Consent Agenda –**
 - a. Minutes of November 18, 2023, Regular Board Meeting
 - b. Minutes of November 13, 2023, Finance Committee Meeting
 - c. Minutes of November 13, 2023, Member Activities Committee Meeting
 - d. December ACC Report
 - e. Seating of Sarah Eden to the Finance Committee
8. **General Manager's Report –**
9. **Owner's Representative Report –**
10. **Accounting Manager's Report –**
11. **Business**
 - a. Financial Reports –
 - i. November Financial Reports
 1. 2023 1130 Unaudited Financial Report as of November 30, 2023
 2. 2023 1130 Reserve Reconciliation
 3. Transfer Resolution Ratifications 2023 1201 and 2023 1202
 - b. Capital Request: Sweeper Repair
 - c. Board Meeting Schedule for 2024
 - d. New Office Building Conceptual Design
 - e. Chlorinating the Wells
 - f. Interviews of Candidates for Vacant Board Position
 - g. Community Planning Update
 - i. Signage for 2024 projects
 - h. New RCW 64.38.130 regarding tenant screening – report from atty
 - i. Communication to Residents –
 - j. Committee Reports
 - i. MAC –
 - ii. ACC –
 - iii. Violations Committee –
 - iv. Elections Committee –
 - v. CPC –
12. **Member Open Forum –**
13. **Executive Session –**
14. **Reconvene General Session –**
15. **Motions arising from Executive Session -**
16. **Adjourn –**

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Next Regular Board Meeting:

January 27, 2024, at 9:00 am