

Clearwood Community Association  
Regular Meeting of the Board of Directors  
**September 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), Tim Kramer (Treasurer) (TK); Phillip Holzinger (Director) (PH); Christian Gates (Director) (CG); Sabrina Soriero, (Director) (SS)
  - a. **Staff:**
  - b. **Guests:**
4. **Introductions**
5. **Approval of Agenda –**
6. **Member Questions and Comments on Agenda Items –**
7. **Approval of Consent Agenda –**
  - a. Minutes of August 26, 2023, Regular Board Meeting
  - b. Minutes of August 21, 2023, Finance Committee Meeting
  - c. Minutes of August 14, 2023, Member Activities Committee Meeting
  - d. Minutes of August 4, 2023, Violations Committee Meeting
  - e. \*Appointment of Kelly Cunningham to the Community Property Committee
  - f. \*Appointment of Keturah Hudgins to the Community Property Committee
  - g. Appointment of Kelly Burningham to the Violations and Architectural Control Committees
  - h. Appointment of Sarah Eden to the Violations Committee  
\*Pending completion of background check
8. **General Manager’s Report –**
9. **Owner’s Representative Report –**
10. **Accounting Manager’s Report –**
11. **Business**
  - a. Financial Reports –
    - i. August Financial Reports
      1. 2023 08 Unaudited Financial Report as of August 31, 2023
      2. 2023 08 Reserve Reconciliation
      3. 2023 09 01 Transfer Resolution Ratification
    - b. Approval of 2024 Reserve Study -
    - c. Adoption of 2024 Budget –
    - d. Scheduling Town Hall for Resolutions and Candidates -
    - e. Communication to Residents –
    - f. Committee Reports
      - i. MAC -
      - ii. ACC -
      - iii. Violations Committee -
      - iv. Elections Committee –
      - v. CPC:
13. **Member Open Forum**
14. **Executive Session –**
15. **Reconvene General Session –**
14. **Motions arising from Executive Session**
15. **Adjourn –**

**Next Regular Board Meeting:**

The reference materials used at this Board meeting are available to be transmitted digitally at no charge. There will be a cost associated with a print copy. Please complete a Request to Inspect Association Records form available in the office or at <http://www.clearwood-yelm.com/documents-and-forms/>

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**AGENDA**

October 28, 2023, at 9:00 am.