

Clearwood Community Association
Regular Meeting of the Board of Directors
November 2, 2024
Immediately following the Annual General Meeting via Zoom
21603 N. Clear Lake Blvd SE, Yelm, WA 98597

MINUTES

1. **Meeting Called to Order** – 9:58 am
2. **Welcome and Opening Comments** – We are being video- and audio-recorded on Zoom. The agenda for this meeting is on the website at www.clearwood-yelm.org. If a Board Member wishes to speak, raise your digital hand so we can avoid talking over one another. Non-board members will be given an opportunity to speak under Item 10 “Member Open Forum”. Please keep comments to 3 minutes or less.
3. **Board Members Present:** Richard Houghton (RH), Walter White (WW), Alexa Burns (AB), Christian Gates (CG), Kelly Burningham (KB)
Absent: Phil Holzinger (PH)
4. **Staff:** Jackie Lambert (at Lackmas School)
5. **Guests:** Mustafa
6. **Introductions** –
7. **Approval of Agenda** – *Motion by RH with second by KB to approve the agenda for the November 2, 2024, meeting of the Board. Motion passes.*
8. **Business – Selection of Officers**
 - a. *Position of President: Motion by WW with second by KB to nominate Richard Houghton as President of the Board. Mr. Houghton indicates he is willing to serve. No other nominations. Motion carries. Mr. Houghton is appointed.*
 - b. *Position of Vice President: Motion by RH to nominate Walter White to serve as Vice President of the Board. Mr. White states that he is not willing to serve. Motion by WW to nominate Christian Gates to serve as Vice President of the Board. No other nominations. Motion carries. Mr. Gates is appointed.*
 - c. *Position of Secretary: Motion by RH with second by KB to nominate Alexa Burns to serve as Secretary for the Board. Ms. Burns states that she is willing to serve. No other nominations. Motion carries. Ms. Burns is appointed.*
 - d. *Position of Treasurer – Motion by CG with second by RH to nominate Walter White as Treasurer for the association. Mr. White states he is willing to serve. No other nominations. Motion carries. Mr. White is appointed.*
9. **Scheduling Board Training** – the training will be self-directed, using the videos from last year. All Board Members must complete the training within 45 days. Racheal Paige will send out the link to the videos.
10. **Member Open Forum** – no comments.
11. **Adjourn** – Motion to adjourn by CG with second by RH. Meeting adjourned at 10:06 am

Next Regular Board Meeting: November 23, 2024 at 9:00 am