

## Annual General Membership Meeting

November 2, 2024, via Zoom and In Person (for those who do not have access to Zoom) at  
Lackamas Elementary School – 16740 Bald Hill Rd SE, Yelm WA 98597

### MINUTES

1. Call to Order – 9:06 am
2. Certification of Quorum - General Manager Racheal Paige reported that, as of 9:00 am, a total of 265 ballots were received, exceeding the required quorum of 136.
3. Proof of Notice of Annual General Meeting – Racheal Paige reported that a contracted printing company addressed and mailed out the ballots, with one sent to the office as proof of mailing.
4. 2024 Reserves Report – Jennifer Spidle, Accounting Manager reported that General Reserves are currently funded at 8%, and Water Reserves are funded at 0%. Both reports will be available on the website. The 2025 Reserve Study was conducted on-site, which is done every third year. Reserves appear low, because of the major projects that are underway. They are being planned so that special assessments will not be needed. However, there is likely to be an increase for inflation every year.
5. 2023 Audit Presentation – Dan Mortenson, Auditor stated that it is the opinion of the auditors that the financial statements present fairly the financial condition of the Clearwood Community Association. CCA is now a non-profit under 501 (c)(4), so the reporting is slightly different. Reserves are low because the money is being used on major projects (well 5 and roads/water). The report will be posted on the website once it is finalized.
6. Water System – Racheal Paige Reporting: The Well 5 project (actually Wells #6 and #7) was completed. In response to ongoing monitoring, we will be moving to a simple chlorination system for oxidation of iron and magnesium. Lines being replaced as part of the Roads/Water project. Some maintenance work is being done on Wells 1 and 2. The state-required survey on lead in the water system is not complete because 138 people have not answered, and the report was submitted late and incomplete. On the website there is a presentation on water conservation.
7. Committee Reports
  - a. Finance Committee – Alexa Burns explained that the committee is tasked with developing the proposed budget, in conjunction with the Accounting Manager and the General Manager. It is based on actual expenditures for the previous year. It also monitors the Reserve Accounts. The committee meets on Mondays at 5:30 once or twice a month.
  - b. Architectural Control Committee (ACC) – Alexa Burns: – anything that will impact the outside of the home/lot requires a permit. There have been an average of about 5 permit requests per week. The committee meets on Friday mornings to review requests and issue permits.
  - c. Violation Committee – Kelly Burningham: The committee and staff take everything seriously and try to be fair. There is an appeals process, in case of disagreements.
  - d. Member Activities Committee – Richard Houghton: next events are the Photo Contest, Santa Run, Holiday Decorating Contest, and Polar Plunge. The committee meets via Zoom the 2<sup>nd</sup> and 4<sup>th</sup> Monday at 6:30 pm.

**Voting Closed at 9:30.** Break at 9:36. Reconvened at 9:48 am.

8. Certification of Election Results – Racheal Paige reported that 290 (including 24 budget only votes) ballots were received.

9. 2025 Budget Results
  - a. Resolution 2024-09-01 – A Resolution to Ratify the 2025 Budget –**186 Yes 94 No. Passes.** *Per RCW 64.38.025, a majority of the owners (678 in the case of Clearwood) must vote to reject the budget or it passes.*
10. Administrative Resolutions
  - a. Resolution 2024-09-02- A Resolution to Comply with the RCW 64.38.045 the Annual Audit – **243 Yes, 11 No. Passes**
  - b. Resolution 2024-09-03- A Resolution to Approve the 2023 Annual Membership Meeting Minutes – **250 Yes, 12 No. Passes.**
  - c. Resolution 2024-09-04 – A Resolution to Amend the Bylaws to Eliminate the Roads Committee **229 Yes, 25 No. Passes**
  - d. Resolution 0024-09-05 – A Resolution To amend the Bylaws to Eliminate the Water Committee **219 Yes, 30 No. Passes.**
  - e. Resolution 2024-09-06 – A resolution to Amend the Rules and Regulations Regarding Political Yard Signs **212 Yes, 44 No. Passes**
  - f. Resolution 2024-09-07 – A resolution to Amend the Rules and Regulations Regarding Animal Control **218 Yes, 35 No. Passes**
11. Member Resolution
  - a. Resolution 2024-09-08 – A resolution Concerning an Amendment to the Rules and Regulations **204 Yes, 48 No. Passes**
12. Board Candidate Election Results
  - a. Kelly Burningham – **220. Elected.**
  - b. There is an open Board position that will be advertised shortly.
13. Member Open Forum\* - No comments.
14. Adjournment – Motion to adjourn by Walter White with second by Kelly Burningham. Meeting adjourned at 9:56 am.

Zoom Attendance: Richard Houghton, Board President; Alexa Burns, Board Secretary; Jackie Lambert, Staff (at Lackamas School); Don Lambert, Jennifer Spidle, Accounting Manager; Kelly Burningham, Board Member; Racheal Paige, General Manager; Walter White, Board Vice President; Dan Mortenson, Auditor; Robert Hoffman, Member; Janelle Jackson, Member; Alejandro, Member; Mustafa; Member.