

Clearwood Community Association
Regular Meeting of the Board of Directors
March 28, 2026, 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); Christian Gates, Vice President (CG); Alexa Burns, Secretary (AB); Phillip Holzinger, Treasurer (PH); Kelly Burningham, Director (KB); Walter White, Director (WW); Bob Coffey, Director (BC)
 - Staff:** Racheal Paige, General Manager (RP); Jennifer Heiner (formerly Spidle), Accounting Manager (JH)
 - Guests:**
- 4. Introductions –**
- 5. Approval of Agenda –**
- 6. Member Questions and Comments on Agenda Items –**
- 7. Approval of Consent Agenda –**
 - a. Minutes of February 28, 2026, Regular Board Meeting
 - b. Minutes of February 25, 2026, Finance Committee Meeting
 - c. To seat Kelly Burningham on the Member Activities Committee
- 8. General Manager’s Report –**
- 9. Accounting Manager’s Report –**
- 10. Board Business:**
 - a. Financial Reports –
 - i. 2026 0131 Internal Financial Statement for January 2026
 - ii. 2026 0228 Internal Financial Statement for February 2026
 - iii. 2026 0228 Cash Reserve Reconciliation for February 2026
 - iv. 2026 0201 Transfer Resolution for January
 - v. 2026 0301 Transfer Resolution for February
 - b. Scheduling the Annual Board Training –
 - c. Adjustments in bank signers resulting from Alexa leaving –
 - d. Reserve Project Planning Discussion –
 - e. Investments –
 - f. Committee Reports.
 - i. MAC –
 - ii. ACC –
 - iii. Finance –
 - iv. Violations –
- 11. Member Open Forum –**
- 12. Executive Session –**
- 13. Actions Resulting from Executive Session –**
- 14. Adjourn –**

Next Regular Board Meeting: Saturday, April 25, at 9:00 am, via Zoom.

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/>