

Clearwood Community Association
Regular Meeting of the Board of Directors
May 30, 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:** Jennifer Heiner (formerly Spidle), Accounting Manager (JH); Racheal Paige, General Manager (RP); Ashley McCully, Executive Assistant (AM)
 - Guests:**
- 4. Introductions –**
- 5. Approval of Agenda –**
- 6. Member Questions and Comments –**
- 7. Executive Session for Legal Purposes– Closed Session**
- 8. Actions Resulting from Executive Session – Open Session**
- 9. Approval of Consent Agenda –**
 - a. Minutes of April 25, 2026, Regular Board Meeting
 - b. Minutes of April 20, 2026, Finance Committee Meeting
 - c. Minutes of April 27, 2026, Member Activities Committee
 - d. Minutes of Violations Committee
 - e. Minutes of ACC Committee
 - f. Approve and seat Violations Committee Members – Erika Clough & Phil Holzinger
- 10. General Manager’s Report –**
- 11. Accounting Manager’s Report –**
- 12. Board Business:**
 - a. Financial Reports –
 - i. 2026 0430 Internal Financial Statement for April 2026
 - ii. 2026 0430 Cash Reserve Reconciliation for April 2026
 - iii. 2026 0501 Transfer Resolution for April
 - b. 2027 Budget Assumptions –
 - c. CD Option/Change -
 - d. Budget Calendar –
 - e. Audit Engagement –
 - f. Harassment Resolution 2022-03-01 Update/Revision
 - g. Employee Handbook Change –
 - h. PSE Easements –
 - i. Committee Reports -
 - i. MAC –
 - ii. ACC –
 - iii. Finance –
 - iv. Violations –
- 13. Executive Session For Legal/Personnel Purposes– Closed Session**
- 14. Actions Resulting from Executive Session – Open Session**
- 15. Adjourn –**

Next Regular Board Meeting: Saturday, June 27, 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/>