



## **Board of Trustees Business Open and Closed Meeting Agendas August 16, 2023**

The Clear Lake City Community Association, Inc. Board of Trustees meeting is scheduled for **7:00 p.m. on Wednesday, August 16, 2023**. The meeting will be held in Boardroom B, at the Clear Lake City Community Association Sports and Recreation Complex, located at 16511 Diana Lane, Houston, TX 77062.

### **BUSINESS OPEN MEETING AGENDA**

- 1. Establish a quorum and call the Business Open Meeting of August 16, 2023, to order.**
- 2. Please turn all cellular phones to vibrate or off.**
- 3. Comments from the Audience (10 Minutes Maximum)** *\*If you wish to address the board, please complete the online form located on the website and submit it to [Rmorales@clcca.org](mailto:Rmorales@clcca.org) no later than 5:00pm on August 16, 2023. You may also bring this form with you to the meeting.*
  - a. Texas State Law prohibits the Board of Trustees from commenting on any statement or engaging in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Act 551.042. Comments should be limited to **two (2) minutes** per policy and directed to the entire board, not individual members, or the audience. Engaging in verbal attacks or comments intended to insult, abuse, malign or slander any individual or creating a disturbance shall be cause for termination of speaking privileges and the guest will be removed from the meeting either voluntarily or involuntarily with the assistance of Texas Law Enforcement.
  - b. As appropriate, Trustees may respond to an inquiry if listed on the agenda or to identify the policy or procedure applicable to the inquiry or to request placing the inquiry on a future agenda.
- 4. Consider and approve the July 19, 2023, Board Meeting Minutes**
- 5. Consider and approve the August 7, 2023, Board Meeting Minutes**
- 6. Officers Reports**
  - a. **President's Report – Mr. Cook**
    - i. General comments
  - b. **Vice President's Report – Mr. Canup**
  - c. **Treasurer's Report – Mrs. Stroud**
    - i. Present status of CLCCA finances and related activities
    - ii. CD renewals and make necessary motions
- 7. General Manager's Report – Ms. Morales**
  - a. Motion to approve new hot water heater for the gym locker rooms.
- 8. HPD PIP – Ms. Eaton, Scheduled 3<sup>rd</sup> Tuesday of the month**
- 9. ACLC – Mr. Canup, Scheduled 2<sup>nd</sup> Wednesday of the month**
- 10. CLCWA – Ms. Coblentz, Scheduled 2<sup>nd</sup> Thursday of the month**
- 11. Standing Committee Reports:**
  - a. **Architecture Review** – Advisor Mr. Cook – Meeting held August 10
    - i. *Motion to approve any variances brought before the Board by the Committee's recommendation requests*
  - b. **Budget and Finance** – Ms. Stroud – no meeting, no report
  - c. **Bylaws & Policies** – Mr. Canup – Meeting scheduled August 14
    - i. *Motion to approve changes to the Recreation Policy*
    - ii. *Motion to approve changes to the Personnel Policy*
    - iii. *Motion to approve changes to the Legal Policy*
    - iv. *Motion to approve changes to the Committee & Charters Policy*
    - v. *Motion to approve changes to the Finance Policy*
    - vi. *Motion to approve changes to the General POA Policy*

vii. **Motion to approve any subsequent motions arising from the Bylaws & Policies meeting**

- d. **Communications** – Ms.Coblentz - no meeting, no report
- e. **Elections** – Mr. Martin – no meeting, no report
- f. **Facilities** – Mr. Cook – no meeting, no report
- g. **Personnel** – Mr. Cook – no meeting, no report

**12. Special Committee Reports:**

- a. Revision of Restrictive Covenants – Mr. Cook – no meeting, no report

**13. Trustees General Comments (Left to Right) 2 Minutes, President going last**

**14. Comments from the audience (20 Minutes Maximum)**

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- b. As appropriate, Trustees may respond to an inquiry if listed on the agenda or to identify the policy or procedure applicable to the inquiry or to request placing the inquiry on a future agenda.

**15. Recess to Business Closed Meeting under Texas Government Code Chapters 551.071, 551.072, & 551.074 at: \_\_\_\_\_ . Commence Business Closed Meeting at: \_\_\_\_\_ .**

**BUSINESS CLOSED MEETING AGENDA**

**A. President's General Comments**

- i. Trustee Absences

**B. Vice President Comments**

**C. Treasurer's Comments**

**D. GM Report**

- i. Legal report/update
- ii. Personnel Update
- iii. Collections & request(s)
- iv. Deed violation(s), concern(s), and requests(s)

**E. Review the July 19, 2023, Closed Meeting Minutes**

**Recess Business Closed Meeting and return to Business Open Meeting under Texas Government Code Chapter 551.002 and 551.102 at: \_\_\_\_\_ .**

**Recommence Open Meeting Agenda at: \_\_\_\_\_ .**

**BUSINESS OPEN MEETING AGENDA (continued)**

**16. Consider and approve the July 19, 2023 Closed Meeting Minutes**

**17. Consider and approve the August 7, 2023 Closed Special Meeting Minutes**

**18. Motion to approve Trustee Absences**

**19. Motion to not hold a Board of Trustee meeting on August 30, 2023.**

**20. Any subsequent motions arising from Closed Meeting Discussions**

**Adjourn the Business Open Meeting at: \_\_\_\_\_**

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**Rachel Morales, CLCCA General Manager**

**\*Note:** Whenever any agenda item is not ready for action at the time it is reached on the agenda that item shall be placed at the end of the agenda for action when all other agenda items have been considered or may be skipped entirely. The Presiding Officer of the Board of Trustees reserves the right to take up agenda items out of the order in which they are posted on this agenda.