



## **Board of Trustees Business Open and Closed Meeting Agendas June 20, 2018**

The Clear Lake City Community Association, Inc. Board of Trustees will meet at 7:30 p.m. on Wednesday, June 20, 2018 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 June 20, 2018 to order.**
- 2. Please turn all cellular phones and pagers to vibrate or off.**
- 3. Comments from the Audience (10 Minutes Maximum)**

#### **FORM FOR PUBLIC SPEAKING IS NOW REQUIRED TO ADDRESS THE BOARD**

- 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 public disturbance shall be cause for termination of speaking privileges and expulsion from the Board 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 April 18, 2018 Regular Business Open Meeting Minutes**
- 5. Consider and approve the May 16, 2018 Regular Business Open Meeting Minutes**
- 6. Officers Reports**
  - a. **President's Report** – Mr. Canup
    - i. General comments
  - b. **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 office closure
  - b. Motion to approve the Communicator printing cost for July
  - c. Motion to approve indoor pool door repairs
  - d. Motion to approve leak repairs
  - e. Motion to approve slide repairs
- 8. HPD PIP** – Ms. Coblenz, Scheduled 3<sup>rd</sup> Tuesday of the month
- 9. ACLC** – Mr. Canup, Scheduled 2<sup>nd</sup> Wednesday of the month
- 10. CLCWA** – Mr. Trejo, Scheduled 2<sup>nd</sup> Thursday of the month
- 11. Standing Committee Reports:**
  - a. **Architecture Review** – Ms. Eaton, meeting held June 12
    - i. *Motion to approve any variances brought before the Board by the Committee's recommendation requests*
  - b. **Budget and Finance** – Ms. Stroud – Meeting held June 13
    - i. Motion to accept preliminary 2018-19 budget
    - ii. Motion to approve FY 2016-17 990 tax return
  - c. **Bylaws & Policies** – Mr. Canup – Meeting held June 19

- i. Review recommended changes to bylaws
- ii. Motion to approve changes to the Personnel Policy
- iii. Motion to approve changes to the General Property Owner Association Guidelines
- d. **Communications** – Ms. Coblentz – No meeting, no report
- e. **Elections** – Mrs. Alvarez – No meeting, no report
- f. **Facilities** – Mr. Wood - No Meeting, no report
- g. **Personnel** – Mr. Canup – No meeting, no report

**12. Special Committee Reports:**

- a. **Revision of Founding Documents** – Mr. Canup

**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, and 551.074 at: \_\_\_\_\_.**

**Commence Business Closed Meeting at: \_\_\_\_\_.**

**BUSINESS CLOSED MEETING AGENDA**

**A. President's General Comments**

- i. Discussion pertaining to the Homeowner Forum Meeting held May 29, 2018

**B. Vice President Comments**

**C. Treasurer's Comments**

- i. CPA Internal Financial Controls

**D. GM Comments**

- i. Legal Report
- ii. Collections & Request(s)
- iii. Commercial deed violation(s), concern(s), and requests(s)
- iv. Residential deed violation(s), concern(s), and request(s)

**E. Review the April 18, 2018 Closed Meeting Minutes**

**F. Review the May 16, 2018 Closed Meeting Minutes**

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

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

**BUSINESS OPEN MEETING AGENDA (continued)**

**16. Motion to approve official response to Internal Financial Controls to CPA**

**17. Consider and approve the April 18, 2018 Closed Meeting Minutes**

**18. Consider and approve the May 16, 2018 Closed Meeting Minutes**

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

**20. President and Treasurer thank departing Trustee from Oakbrook and Re-Elected Trustees from Oakbrook West and Meadowgreen. New and re-elected Trustees stand before the Board and read the Oath of Office. Outgoing Trustees depart from the board.**

**21. Treasurer motion calls for nominations and voting for President, gavel passes to newly elected President**

**22. Newly Elected President**

- a. Nominations and voting for Vice-President, Secretary, and Treasurer

- b. Motion appointing new Bank of America, Shell Federal Credit Union and UBS Account Signers per Bylaw 9.2, President, Vice-President, and Treasurer
- c. New Trustee provides contact information to GM for website publication
- d. Motion to appoint Interim Architecture Review Committee (Bylaw 7.10) and Motion for trustee committee assignments for FY 2018-19

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

\_\_\_\_\_  
**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.