



## **Board of Trustees Business Open and Closed Meeting Agendas October 17, 2018**

The Clear Lake City Community Association, Inc. Board of Trustees will meet at 7:30 p.m. on Wednesday, October 17, 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 October 17, 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 September 20, 2018 Emergency Open Meeting Minutes**
- 5. Consider and approve the September 26, 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. Discussion and motion to approve pending insurance premiums for the upcoming FY 2018-19
- 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** – Mrs. Downing, Scheduled 2<sup>nd</sup> Thursday of the month
- 11. Standing Committee Reports:**
  - a. **Architecture Review** – Ms. Eaton, meeting held October 9
    - 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 held October 2
    - i. *Discussion and motion to approve recommended bylaw changes*
    - ii. *Discussion and motion to approve recommended changes to the following policies:*
      - (1) *Board of Trustees & Meeting Policies*
      - (2) *Committee & Charter Policies*
      - (3) *General POA Guideline Policies*

- d. *Communications* – Ms. Coblenz – No meeting, no report
- e. *Elections* – Mrs. Downing – No meeting, no report
- f. *Facilities* – Mr. Trejo – 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 and 551.072 at:**

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

**BUSINESS CLOSED MEETING AGENDA**

**A. President's General Comments**

**B. Vice President Comments**

**C. Treasurer's Comments**

**D. GM Report**

- 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 September 26, 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. Consider and approve the September 26, 2018 Closed Meeting Minutes**

**17. Motion to not set or move the October 31, 2018 Board of Trustee Meeting**

**18. Motion to move the November 21<sup>st</sup> Board of Trustee Meeting date due to the Thanksgiving Holiday**

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

**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.