



**Board of Trustees
Business Open and Closed Meeting Agendas (Revised)
December 15, 2021**

The Clear Lake City Community Association, Inc. Board of Trustees meeting is scheduled for **7:00 p.m. on Wednesday, December 15, 2021**. 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 December 15, 2021, 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 no later than 5:00pm on December 15. 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 October 20, 2021 BOT Meeting Minutes**
- 5. Consider and approve the November 17, 2021 BOT Meeting Minutes**
- 6. Officers Reports**
 - a. **President's Report – Mr. Canup**
 - i. General comments
 - b. **Vice President's Report – Stan Cook**
 - 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. Discussion and motion to approve the purchase of a Zamboni
 - b. Discussion and motion to approve repairs and cleanout to the indoor pool boiler
 - c. Motion to approve the January newsletter expense
- 8. HPD PIP – Ms. Taylor, Scheduled 3rd Tuesday of the month**
- 9. ACLC – Mr. Henahan, Scheduled 2nd Wednesday of the month** *(No meeting this month)*
- 10. CLCWA – Ms. Coblenz, Scheduled 2nd Thursday of the month**
- 11. Standing Committee Reports:**
 - a. **Architecture Review** – Advisor Mr. Cook – Meeting rescheduled for January 5 at 5:30pm
 - i. Motion to approve any variances brought before the Board by the Committee's recommendation requests
 - b. **Budget and Finance** – Stroud - no meeting, no report
 - c. **Bylaws & Policies** – Ms. Coblenz – Meeting Dec. 13
 - i. Discussion and motion to approve any bylaw or policy updates recommended by the committee
 - d. **Communications** – Mr. Trejo - no meeting, no report

- e. **Elections** – Ms. Eaton - no meeting, no report
- f. **Facilities** – Mr. Cook - no meeting, no report
- g. **Personnel** – Mr. Canup – Meeting Dec. 13 (*Discussion moved to closed*)

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)

- 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 by the host.
- 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
- ii. Collections & request(s)
- iii. Deed violation(s), concern(s), and requests(s)

E. Personnel Committee:

- i. IRS Audit Update
- ii. CLCCA Employee Benefits

F. Review the October 20, 2021, Closed Meeting Minutes

G. Review the November 17, 2021, 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 October 20, 2021, Closed Meeting Minutes

17. Consider and approve the November 17, 2021, Closed Meeting Minutes

18. Motion to approve Trustee absences

19. Any subsequent motions arising from Closed Meeting Discussions

20. Motion to not hold a meeting on December 29, 2021

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.