



CLEAR LAKE CITY COMMUNITY ASSOCIATION, INC.

June 20, 2018

REGULAR BUSINESS OPEN MEETING MINUTES

The June Regular Business Open Meeting of the Clear Lake City Community Association, Inc. was called to order by Vice-President Terry Canup at 19:30 p.m. in Room B of the Clear Lake City Community Association Sports and Recreation Complex; located at 16511 Diana Lane, Houston, Texas 77062.

The following Trustees were present and a quorum was established

- President Terry Canup
- Vice-President Lori Alvarez
- Secretary-Leslie Eaton
- Treasurer – Glenda Stroud
- Matthew Henehan
- Linda Coblentz
- Isaac Stoddard - Absent
- Kevin Wood - Absent
- Rachel Morales- General Manager

Comments from the Audience

There were no comment requests from the audience.

Motion to approve the April 18, 2018 Regular Business Open Meeting Minutes as written.

Motion: Glenda Stroud

Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary “Lori” Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	Absent		
Glenda Stroud	X		
Kevin Wood	Absent		

Vote: 7-For 0-Against 0-Abstain

The motion to approve the meeting minutes was approved.



Motion to approve the May 16, 2018 Regular Business Open Meeting Minutes as written.

Motion: Glenda Stroud

Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez			X
Terry Canup	X		
Linda Coblentz			X
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	Absent		
Glenda Stroud	X		
Kevin Wood	Absent		

Vote: 5-For 0-Against 2-Abstain

The motion to approve the meeting minutes was approved.

President's Report – Terry Canup

President Terry Canup noted that the Board had a busy week with the Trustee Orientation that was held on June 13, 2018.

Treasurer Report – Glenda Stroud

Treasurer Glenda Stroud stated that we had no withdrawals this month, but we had three payrolls in June. We moved \$50,000 from UBS to cover expenses to Bank of America.

We have a CD that will mature later in June and the Board reviewed the offer sheets. Glenda explained that we already have \$200,000 each at Goldman Sachs and Ally Bank and cannot invest the money in either one of those.

Motion to ask that the \$100,000 be invested in the Citibank CD that matures on June 28, 2021.

Motion: Matthew Henehan

Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 7-For 0-Against 0-Abstain



General Manager's Report

The camps are in full swing and we passed inspection. Camp attendance is up from last year.

All of the pools are open and doing well. The doors at the indoor pool area need repair. The automatic closers are not working properly and need to be replaced. The General Manager requested bids from several companies but only one company responded with a bid.

Motion to accept the bid from ABCO Door Company for \$2,765.79 to repair the doors.

Motion: Glenda Stroud Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henchan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 7-For 0-Against 0-Abstain

The area at the bottom of the slide is chipping. Rachel can have it repaired for under \$600.

With the volume of assessments coming in and the audit research, Rachel has asked the Board to approve a 1/2 day office closure on Monday, July 2, and a full day closure on Tuesday, July 3. The staff will return to the 1/2 day closures through the end of August.

Motion to approve the office closing 1/2 day on July 2 and a full day on July 3.

Motion: Lori Alvarez Second: Leslie Eaton

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henchan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		



Kevin Wood	<Absent>		
------------	----------	--	--

Vote: 7-For 0-Against 0-Abstain

The Comcast surveillance cameras are now installed, and the operations staff is being trained on how to use them.

The Newsletter is being prepared and the estimated \$3,863 cost needs approval by the Board.
Motion to approve the estimated \$3,863 for printing costs for the Newsletter.

Motion: Terry Canup Second: Linda Coblentz

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 7-For 0-Against 0-Abstain

We have had several additional roof leaks at the recreation center.
Motion to approve \$1,686 to have SRS repair the leaking areas of the roof.

Motion: Linda Coblentz Second: Lori Alvarez

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 7-For 0-Against 0-Abstain

An emergency repair due to a water main break was repaired for \$3,750 at the recreation center.

Motion to approve the 2018-2019 Preliminary Budget.



Motion: Glenda Stroud

Second: Matthew Henehan

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 7-For 0-Against 0-Abstain

Motion to approve the Form 990 for the 2016-2017 year.

Motion: Glenda Stroud

Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 7-For 0-Against 0-Abstain

The outdoor pool entrance is to be painted.

The welder is back from vacation and will begin removing the old picnic tables, etc.

HPD PIP – Linda Coblentz

Linda Coblentz attended the HPD PIP meeting and reported that the crime rate has fallen below the two previous years. She reported that there are now only 3 legal game rooms operating in Clear Lake.

ACLC – Terry Canup

Margaret was the speaker at the ACLC meeting and told the group that Brook Forest has had problems with vehicle break-ins. The individual was caught, but there are items that could not be returned because not everyone reported the break-ins.



CLCWA – Nef Trejo

Nef has reached out to the CLCWA for information on the meetings but has not received a response.

ARC – Leslie Eaton

The ARC met on June 12 and there were eleven residential applications submitted. The applications were for three roof replacements, one window replacement, one remodel of a sunroom & porch addition, one fence replacement, one tree removal, one patio, one slab replacement, and one request to paint the home. All of the applications were approved except for one of the roof replacement applications. This roof replacement was disapproved because the homeowner did not submit a plat of the property.

There were no Commercial applications submitted.

Budget & Finance – Glenda Stroud

The Budget & Finance Committee met on 13 June 2018. The Association had unrealized gains of \$697,147 in insurance and grant money after Hurricane Harvey. We should come out ahead, but we can always amend it.

The IRS Form 990 was submitted to be e-filed.

Bylaws & Policies – Terry Canup

The Bylaws & Policies Committee met on 19 June 2018. The committee recommended a change to Bylaw 9.8 and item #14 of the General Manager Duties & Responsibilities.

Motion to approve the change to the Personnel Policy pertaining to #14 of the General Manager's Duties and Responsibilities.

Motion: Terry Canup Second: Lori Alvarez

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblenz	X		
Leslie Eaton	X		
Matthew Henahan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		



Vote: 7-For 0-Against 0-Abstain

The bylaw change will be voted on at the July board meeting.

Communications – Linda Coblentz

No meeting. No report.

Elections – Lori Alvarez

No meeting. No report.

Facilities – Kevin Wood

No Meeting, No Report.

Personnel – Terry Canup

No Meeting, No Report.

Revision of Founding Documents – Terry Canup

No Meeting, No Report.

Trustee General Comments

Linda Coblentz – No Comments.

Matthew Henahan – I would like to thank Rachel for her help at the Bylaws meeting right after the Trustee Orientation to help us better utilize our time.

Nef Trejo – No Comments

Terry Canup – No Comments.

Leslie Eaton – No Comments.

Glenda Stroud – No Comments.

Lori Alvarez – No Comments.

The Open Meeting was recessed at 20:35pm in order to go to the Closed Meeting.

After the Closed Meeting, The Open Meeting was recommenced at 21:00pm.

A motion to adjourn was offered by Terry Canup.

Motion to have a writ of execution on the Sun Harbor property as discussed in the Closed Session.

Motion: Glenda Stroud Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
---------	-----	---------	---------



Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 7-For 0-Against 0-Abstain

Motion to approve the April Closed Meeting Minutes as discussed in the Closed Session.

Motion: Leslie Eaton Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 7-For 0-Against 0-Abstain

Motion to approve the May Closed Meeting Minutes as discussed in the Closed Session.

Motion: Leslie Eaton Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez			X
Terry Canup	X		
Linda Coblentz			X
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 5-For 0-Against 2-Abstain

Motion to approve Linda Coblentz' absence for the May meeting.



Motion: Terry Canup

Second: Matthew Henehan

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz			X
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Kevin Wood	<Absent>		

Vote: 6-For 0-Against 1-Abstain

Terry Canup thanked Kevin Wood for serving on the Board.

Buffy Brotherson Nef Trejo and Terry Canup read aloud the oath of office.

Nominations for the Officers of the Board were made.

Motion to elect Terry Canup as President of the Board.

Motion: Leslie Eaton

Second: Matthew Henehan

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup			X
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Buffy Brotherson	X		

Vote: 7-For 0-Against 1-Abstain

Motion to elect Lori Alvarez as Vice-President of the Board.

Motion: Terry Canup

Second: Glenda Stroud

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez			X
Terry Canup	X		
Linda Coblentz	X		



Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Buffy Brotherson	X		

Vote: 7-For 0-Against 1-Abstain

Motion to Leslie Eaton as Secretary of the Board.

Motion: Glenda Stroud Second: Terry Canup

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton			X
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Buffy Brotherson	X		

Vote: 7-For 0-Against 1-Abstain

Motion to elect Glenda Stroud as President of the Board.

Motion: Terry Canup Second: Matthew Henehan

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup			X
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Buffy Brotherson	X		

Vote: 7-For 0-Against 1-Abstain



President Terry Canup passed out the committee assignments to the Board.

Motion to approve the committee assignments for the Board.

Motion: Terry Canup Second: Matthew Henehan

TRUSTEE	FOR	AGAINST	ABSTAIN
Mary "Lori" Alvarez	X		
Terry Canup	X		
Linda Coblentz	X		
Leslie Eaton	X		
Matthew Henehan	X		
Nef Trejo	X		
Isaac Stoddard	<Absent>		
Glenda Stroud	X		
Buffy Brotherson	X		

Vote: 8-For 0-Against 0-Abstain

Comments from the Audience

There were no comments from the audience

A motion to adjourn was offered by Matthew Henehan.

The Regular Business Meeting of 20 June 2018 was closed at 21:10pm.


Leslie Eaton, Board Secretary


Date 18 July 2018

