



Clear Lake City  
Community Association

**BYLAWS & POLICIES COMMITTEE MEETING AGENDA**  
**Thursday, October 15 at 7:30pm**

**The Clear Lake City Community Association, Inc. Bylaws & Policies Committee will meet at 7:30pm on Thursday, October 15, 2015 in Room B at the Clear Lake City Community Association Facility located at 16511 Diana Lane, Houston, TX 77062.**

The Agenda for the Committee Meeting is as follows:

- 1) Call to Order
- 2) Establish Quorum
- 3) Review Bylaws for updates
- 4) Develop consensus for recommendation to the Board of Trustees.
- 5) Review and update the following new & revised policies as needed:
  - Policy 401-07A Smoking
  - Policy 401-16 Texas Public Information Act (TPIA) Requests
  - Policy 405-4K Use of Recreation Facilities & Rental of Rooms & Pools
  - Policy 405-5A Use of Tennis Courts
  - Policy 405-7 Hold Harmless and Liability Insurance Form
  - Policy 408-02B Reimbursement for Travel Expense
  - Policy 408-11A Secretary Duties & Responsibilities
  - Policy 410-A Advertising
  - Policy 500-1H Transfer & Refinance Fees and Resale Certificate Fee
  - Walk on items that Committee Members are proposing
- 6) Develop consensus for recommendation to the Board of Trustees
- 7) Schedule next meeting
- 8) Adjourn

***Note: Committee Members and all Trustees attending this committee, please bring your Trustee Binders containing the Bylaws & Policies with you.***

**Terry Canup**

Committee Chair

October 9, 2015