



Clear Lake City  
Community Association

**BYLAWS & POLICIES COMMITTEE MEETING MINUTES  
October 15 at 7:30pm**

The Clear Lake City Community Association, Inc. Bylaws & Policies Committee meeting was called to order at 7:31pm.

Members present: Terry Canup, Stan Cook, Glenda Stroud, Michael Jennings, Myron Heimlich  
Advisor(s) present: Fred Swerdlin  
Staff present: General Manager Rachel Morales

The Bylaws were reviewed for updates and an update to Bylaw 3.3 will be brought to the board for consideration.

A consensus was developed for changes to the following policies and will be brought to the Board of Trustees for recommendation:

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  
Policy 405-6 Parent Observation  
Policy 408-08 General Manager Duties and Responsibilities

The meeting was adjourned at 9:10pm.

*Terry Canup*  
Committee Chair