

TRUSTEE ORIENTATION / WORKSHOP AGENDA

**THIS IS A TRUSTEE ORIENTATION / WORKSHOP FOR TRAINING PURPOSES ONLY
NO PUBLIC BUSINESS WILL BE CONDUCTED AT THIS WORKSHOP**

The Clear Lake City Community Association, Inc. Board of Trustees will meet at 8:45 a.m. on Saturday June 13, 2015 in the Boardroom Room B, at the Clear Lake City Community Association, located at 16511 Diana Lane; Houston, TX 77062.

TO ALL PRESENT:

Please Turn **Off** your PDA & CELL Phones

AGENDA:

CLOSED TO THE PUBLIC - ATTORNEY CLIENT DISCUSSIONS

0855 Mrs. Morales Introduction - This orientation is being provided in accordance with Bylaw 3.3 for the benefit of the CLCCA Board of Trustees to better understand how to administer their duties and fiduciary responsibilities. [5 Min]

0900 Mr. Jordan Legal [60 Min]

AGENDA:

OPEN TO THE PUBLIC

THE PUBLIC IS INVITED; HOWEVER, NO COMMENTS OR QUESTIONS ARE PERMITTED FROM THE PUBLIC

1000 Mr. Brady Insurance [30 Min]

1030 Ms. Stroud Fiscal Year End Closeout, Check Registers, and Asset Management [30 Min]

1100 Ms. Chang CPA [30 Min]

1130 Break [20 Min]

1150 Mr. Swerdlin Review selected portions of the Texas Open Meetings Act (TOMA) Code 551 & Open Meetings (OM) 2014 Handbook (HB), Robert's Rules of Order (RRO), Texas Business Organization Code (BOC) Certificate of Formation, Certificate of Amendment, Applicable Texas Property Codes (TPC), CLCCA Resolutions in the form of Bylaws & Policies and other Governing Documents [70 Min]

1300 Dismissal

TRUSTEE WORKSHOP JUNE 13, 2015