

CCR / Governing Documents Committee Meeting
Minutes 22 June 2021
Final as of 27 June 2021

1. The CCR committee met on 22 June with the following members attending: Todd M, Billy McF (Board Liaison), Claire P, Corinthea P, and Eileen A. Property owners attending included Amanda M and Chuck C.
2. Introduction: Todd M welcomed new member Corinthea P.
3. Discussions:
 - a. Name: To correct past CCR Committee minutes, the Group motioned and approved our recommended name change to be: Governing Documents Committee (GDC). Eileen motioned, Billy 2d, motion passed)
 - b. Movement of GDC recommendations for Board Approval: Board Liaison to submit June GDC report for action (motion to approve) with recommended name change, duties, and members at July BOD meeting.
 - Name: Governing Documents Committee (GDC) (since it better encompasses all the HLRPOA governing documents.)
 - Mission and duties:

The Governing Documents Committee (GDC) serves as a resource to guide the HLR Board of Directors, ensuring they operate within the framework of HLR governing documents, and advises the Members of the Association whenever questions occur about the meaning, interpretation and/or application of HLRPOA governing documents.

To accomplish their duties, the GDC will:

 1. Become knowledgeable about HLR Articles of Incorporation, Declaration of Conditions, Covenants, Restrictions and Easements (CCR), ByLaws, Association Rule, and state laws and judicial decisions that impact those governing documents and advise the Board accordingly.
 2. Create open routes of communication with other Committees of the Board.
 3. Remain available for question from Association Members about HLR governing documents. The Committee will inform the board of any communications with Members and courtesy copy any responses.
 4. Recommend to the Board any amendments to our governing documents as needed.
 - c. Summary of Past Motions: The group will continue to refine our review of past motions from posted minutes and cross check them against our current governing documents. See 15 May minutes (posted on HLRpoa.com) for full discussion of purpose of summary. A review of our efforts so far had us agree on three adjustments to our effort: -1- to add an additional column to our matrix to track whether the motion is accounted for in our current governing documents; -2- to better clarify in our summary whether the action was an actual "Motion" or recorded as simply "agreed"; -3- to limit our summary to include "motions/agreements" that impact our governing documents, with limited exception. In addition, years 2002 through 2009 were shared with our new member. Internal GDC suspense for sharing our updated

summaries with each other is 13 July 2021. How and when we plan to share our summary is yet to be announced (TBA). Recap of years and responsibilities:

- Todd M: Years 2019 through 2021
- Claire P: Years 2015 through 2018
- Billy McF: Years 2013 through 2014
- Eileen A: Years 2010 through 2012
- Corinthea P: Years 2002 through 2009

d. Documents Sharing: Billy M agreed to create a web-based document sharing - collaboration space for the GDC. Details to follow.

e. Review of Updated Governing Documents: Eileen pointed out that recently approved governing documents sometimes conflict with other governing documents with higher order of precedence. Example: Section 7.2 of ByLaws (dated 2014) versus Article 5.2 of CCR (recorded 13 Oct 2000). Billy M motioned that as a framework to our efforts we ID and cancel out any conflicts in our governing documents using the order of precedent as outlined in our documents (CCR, AI, Bylaws, Association rules, then Procedures), Eileen 2d; passed. How we present our findings TBA.

f. New Member: Eileen A motioned to accept our new member Corinthea P; Claire P 2d; passed.

4. Next Meeting: The next GDC meeting is set for 19 July at 11:30am at Schieffelin Hall (same location as BOD meeting). The meeting agenda: check progress and discuss highlights of each of our summaries; discuss impact on our governing documents; discuss/create a plan of action.

5. Due Outs:

- Eileen to create/share draft minutes and draft GDC June report for review; edit/update as needed by member input. Submit final versions to GDC Chair.
- GDC Chair to submit final GDC report to the Board liaison for further action (sent separately).
- GDC Chair to submit final minutes, report, and next meeting information to the HLR Secretary for posting.
- GDC Liaison to submit for action/motion at July 2021 BOD meeting for approval: name change, mission, and duties, and GDC member roster (NLT 3 July for agenda item input)
- GDC Liaison to create a collaborative/shared workspace for the committee.
- Each: extract a summary of past motions for the years assigned; add new column (see paragraph 3.c. above); share your summary to other GDC members no later than 13 July 2021.