

Governing Documents Committee Meeting  
Minutes 19 July 2021  
Final as of 14 August 2021

1. The CCR committee met on 19 July with the following members attending: Todd M, Billy McF (Board Liaison), Claire P, Corinthea P, and Eileen A.

2. Discussions:

- Google Groups: Billy Mc F presented and proposed the GDC use Google Groups to contain, track and collaborate our committee efforts. The group agreed. Billy McF to serve as the main administrator; Eileen A to serve as Co/Alternate administrator. TASK: Billy McF to send invitation to all GDC members.
- Summary of Past Motions: suspense for summary of years slipped to 6 August. Once submitted, the summaries would be consolidated and included in the GDC Google Group for further action.
- Review of Past Motions: Once posted, ideally before next meeting, GDC members to review the past motions and discuss impact of past motions on current governing documents (to drive our efforts) and submit the summary to the board for posting.
- Adjustment to our GDC mission/duties. Revised GDC duties to include proposed duties of reviewing draft “Procedures or Association Rules” before board approval & publishing. Changed duties **#2 to read:** Review proposed or changes to HLR Association Rules or procedures to ensure proposals do not conflict with current governing documents.

RECAP: Mission: No change.

Duties:

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. Review proposed additions or changes to HLR Association Rules or procedures to ensure proposals do not conflict with current governing documents.**
  3. Remain available for questions 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.
- Acceptance of this new duty will also require the GDC to establish procedures and timelines for reviewing proposals. Actions/timelines would be similar to the Architectural Review Committee (Board sends documents to be reviewed to GDC, GDC

members review the proposal to ensure compliance or ID where there is a conflict, and then makes a recommendation back to the board.

3. Task/ Due Outs:

- Billy to send Google Groups invitation.
- Eileen to send to Billy her Gmail email for use w/ google groups (done)
- All to finalize review of past motions: S: 6 Aug **(immediately)** and forward input to all members.
- Eileen to consolidate Summary of Past Motions to one document on Google Groups
- Eileen to draft GDC procedures for reviewing documents and accomplishing duties.
- Eileen to draft GDC minutes and Report to the Board.
- Todd to submit final GDC report to the Board liaison for further action (sent separately).
- Todd to submit final minutes, report, and next meeting information to the HLR Secretary for posting.
- Billy, GDC Liaison, to submit for action/motion at Aug 2021 BOD meeting for approval: GDC mission and duties
- **POST meeting task: Billy to forward the two agenda items that he motioned during the July BOD meeting for the GDC review and make a recommendation on: Windmill duties and Access to HLR Files.**

4. Next meeting: Our next GDC meeting has been changed to be on 12 Sept 2021 at TBD at lot 127.