

1-15-22

Present: Mike Cross, Russ Spencer, Ron Schiaffo, Rich Rose, Anastasia Books, Jane, Alexander

1. Introductions
2. Discussion regarding expectations of this committee.
  - a. Primary goal is to update the By-law and covenants so all lot owners/association membership will better understand and hopefully agree with updates.
  - b. Additionally it was discussed that communication need to improve, be transparent, and use current technology for timely and accurate update
3. Committee membership:
  - Discussion regarding letter from the attorney we received last night from Dan Latham. It was agreed that the current documents indicate the Board President has to approve committee members. The presence of at least one board member on the committee was also discussed. It was agreed that the document sent by the attorney would be reviewed by the committee and discussed at the next meeting. After discussion the committee was not opposed to any specific board member(s) on the committee.
  - Discussion of volunteers. Additional member who have volunteered at this time:
    - Pat Matheny, Carlene Lewis, Patrick Crites, Diana Williams, and Tim Weiss.
    - Members present agreed that all volunteers will be presented to Board President for acceptance
    - Jane Alexander relayed conversation with Board President, Dan Latham, last night. Dan Latham is in agreement with all who have volunteered thus far.
4. Code of conduct
  - Code of conduct was distributed, reviewed, agreed upon and signed by all present. All committee members will need to agree and sign the code of conduct. If these requirements are not followed the committee will remove anyone who does not sign.
5. Document review
  - Page 1- no revision
  - Page 2- no revisions
  - Page 3 -Article I
    - Section 2: c- To overall do anything permitted in the bylaws in **the interest of the association.**
  - Page 3 – article II- Section 1:
    - a. Changed January 1. 2022 to **TBD (date this document is voted into effect)**
    - b. Changed January 1. 2022 to **TBD (date this document is voted into effect)**
    - sentence structure correction ( at which time it will **be** considered a primary Lot)
  - Page 3 and 4- Article II Section 4:
    - At all Lot Owners **annual and/or special meetings duly called** by the Board.
    - Removed *at least forty eight (48) hours before the duly called meeting.*
    - Added **All proxies are subject to verification**
  - Page 4 – Article II Section 5.
    - Removed normally forty-eight (48) hours before the meeting.
    - Added Notices shall be served by **mail or email as designated by the recipient**
    - Removed **or personal delivery**
    - Changed ten (10) nor more than Sixty (60) day before a meeting **To thirty (30 ) nor more than Sixty (60) day before a meeting**
    - Section a: **Removed the entire section of Waiver of notice**

- Section b. **The committee felt this sections should apply to annual meetings and specially call meetings only.**
  - (a) Removed If any **membership meeting (i.e.,** annual meeting or special meeting  
Added the Board shall reschedule the meeting and notify the Members of the rescheduled meeting **as outline in section 5: Notice of Meetings:**
  - (b) Removed: **However monthly board meetings only require a board quorum and need not be adjourned unless a majority of the Trustee fail to attend.**
- Page 4- Article II Section 6
  - Added While quorum for any meeting of the membership (whether annual or special shall be a minimum of ten percent (10%) of the membership **in good standing. Total membership in Good Standing in will be posted at the annual or special meeting as well as the number of Members in good standing attendance to determine if a quorum has been met.**

Minutes distributed to by Law Committee members presents at 1-15-22 meeting and approved.