

## By laws Committee Minutes

2-20-22

Present, Mike Cross, Pat Matheny, Carley Lewis, Ron Schiaffo & Rus Spencer,

1. Mike C and Jane A will meet with PLE attorney on 2-21-22 to review Missouri HOA Laws in reference to how they pertain to our ability to craft this committee's agenda.
2. Issues address in the current draft of the PLE Bylaws/Covenants Revisions
  - Page 3 - Article two – Membership
    - Section three remove last sentence “and has no outstanding violations”
  - Page 5 – Article three – Board of Trustees
    - Section 1 – add new amendment – (g) Board of trustee's job description & committee chairs person Job Responsibilities. (12 total chairs & 5 officers, seven committee chairs)
    - Need to address if only the five boards members accounted for will be allowed to vote or do the committee chairs also have a vote as part of the boards voting platform?
    - Section 2 – add new amendment – (f) “Sign and abide by the Board of Trustees Code of Conduct immediately following the election of the officer(s) at the annual meeting or immediately after being appointed by the Board of Trustees prior to being allowed to participate in any PLE business.
  - Page 7 – Section 9, -
    - Add “A Board quorum must be present for violation hearing and decision” Committee members must be in attendance to provide a binding decision on the violation and subsequent fine
  - Page 8 – (a) on the eighth line, remove “May, but, not”, it should read “provided the Board shall be obligated”
  - Page 8 – section (a)- Insert in the same section – certified mail notification to violator prior to date of meeting
  - Page 8 – section (b) - third line down, insert after the word “heard” “and represented at their own expense”
  - Page 8 section (b) – seventh line down insert “and” in front of “or”, should read “if the alleged violator and /or his or her”
  - Page 8 section 10 first line – remove “authorized” and replace with “required”
  - Page 8 section 10 fifth line down remove “periodically” and replace with “Quarterly”
  - Page 8 Section 10
    - We need to encompass transparency of ALL financial items and records found in the community financial records. These need to be readily available to PLE members to review and ask question of in regard to the official PLE financials
3. In follow up to Rachels email response
  - Members in Good Standing list
    - We feel that the list of members in good standing should be no longer be needed and instead we should publicly post a list of members NOT in good standing. This would reallocate Cheryl's time to focus on the expectation vs the majority, thus providing Cheryl's more time to address the needs and collecting the assessments (Cheryl's 75% vs 25% is flipped to manage expectations)

- Board Meetings Minutes,
  - We feel a virtually meeting does not replace the need for the official meeting minutes nor the responsibly of the board to post the minutes in a timely fashion on the website. To address the concern of the minutes not being “approved” by the board from a previous meeting before being posted, we feel the notes should be posted immediately following the meeting with a disclaimer header “Not Approved” until at which time they are approved at the next board meeting. This intent is to keep everyone engaged and knowledgeable of PLE business. This is the Board responsibility
- Cost of managing past due assessments
  - We feel that cost of Cheryl’s time, postage and supplies needed to inform the member of their delinquency should be encompassed back into the late plenty to cover the incurred cost.

#### Homework

- We will review PLE Board of Trustees Job Responsibilities
- Review Electric Gate & Access Card Policy

#### Pressing issues to be addressed in addition to current agenda

- We need a overall Gate Card Audit of all members and their current cards in their position or accounted for.
  - Suggested we require each member to report all cards numbers in their current possession on the next annual assessment form with annual dues.
  - Any card not being reported will be deactivated, at which time the member will need to visit the office to reactive
  - Any member that is delinquent in their assessments will have their card deactivated.
  - At the same time of the card audit, we suggest that the same required form also be used to require the member to update their information, (email, numbers, address contact info etc)
- Primary annual assessments and secondary lot assessments.
  - We feel we need to REVISIT the second assessment cost ASAP to control the quality and quantity of the expected population growth in the very near future. The goal is to better control the population before it becomes too large and exceeds the ability of our resources to care for the overall health of our community.