

**WILLOW FOREST HOMES ASSOCIATION, INC.
POLICY FOR SOCIAL MEDIA AND ONLINE COMMUNICATIONS**

STATE OF TEXAS
COUNTY OF HARRIS

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KNOW ALL PERSONS BY THESE PRESENTS:

WHEREAS The Willow Forest Homes Association ("Association") is charged with administering the affairs of the Association; and

WHEREAS, VIII, Section 1(a) of the Bylaws of the Willow Forest Homes Association, dated May 26, 1975 recorded in the Real Property Records of Harris County, Texas, under Clerk's File No. U144810 (the "Bylaws"), provides that the Board may adopt and publish rules and regulations governing the use of the Common Area, if any, and facilities, and the personal conduct of the members and their guests thereon, and to establish penalties for any infraction thereof; and

WHEREAS, social media and online communication can be powerful tools that may have a significant impact on the Association, both positive and negative, if not properly utilized; and

WHEREAS, the Board of Directors would like to adopt guidelines, expectations, standards, and rules with regard to online communications and social media in order to protect the Association;

WHEREAS, the Board held a meeting on March 28, 2023, at which a majority of Directors were present and duly passed the resolution described hereinbelow.

NOW, THEREFORE, the Board has duly adopted the following *Policy for Social Media and Online Communications*

In General:

1. The Association as an entity does not monitor, interact, reply, comment, ect. on any social medial platforms. The Association's official website, and secondary website through the management company, is the only form of official online communication for the Association.
2. Individual board members, or members of any committee duly appointed by the Board, may not respond on any social medial platform as representatives on behalf of the Association, Committee, or Board of Directors unless the subject is first brought up at a board meeting and the Board votes and agrees to an acceptable response.
3. Individual board members and duly appointed committee members may not post anything related to any matters discussed in a closed executive session of the Board of Directors.
4. Individual board members and duly appointed committee members may not engage in the following activities in relation to Association business or affairs, whether or not the social media site is officially Association sponsored or whether or not said board members and duly appointed committee members are acting in their individual capacities:
 - a. Vulgar language directed at homeowners, fellow directors or committee members, or Association contractors/vendors
 - b. Inappropriate images, such as, but not limited to, pornography
 - c. Comments or content that promotes or perpetrates discrimination
 - d. Spam or links to other sites
 - e. Infringements on copyrights or trademarks
 - f. Personally identifiable medical information

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- g. Information that may compromise the safety, security, or proceedings of any legal action pertaining to the Association.
- 5. Should any member of a committee duly appointed by the Board of Directors be found to be in violation of this policy, he/she will be subject to removal, as provided in the Bylaws by majority vote of the Board of Directors.
- 6. This policy may be replaced, supplemented, or amended from time to time by the Board of Directors.

This policy is effective upon recordation in the Public Records of Harris County and supersedes any policies for social media and online communications that may have previously been in effect.

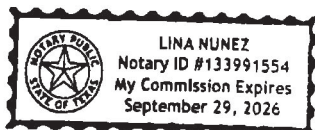
Approved and adopted by the Board of Directors on this 28 day of Feb - 2023.

Nancy Robbins
Nancy Robbins, President
Willow Forest Homes Association

STATE OF TEXAS §
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COUNTY OF HARRIS §

Before me, the undersigned authority, on this day personally appeared Nancy Robbins, President of Willow Forest Homes Association, a Texas corporation, known to me to be the persons and officers whose names are subscribed to the foregoing instrument and acknowledged to me that he had executed the same as the act of said corporation for the purpose and consideration therein expressed, and in the capacity therein stated.

Given under my hand and seal of office this 25 day of April, 2023.



Lina Nunez
Notary Public, State of Texas

Printed Name: Lina Nunez

My commission expires: Sept. 29, 2026.

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e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
TENESHIA HUDSPETH
COUNTY CLERK
Fees \$22.00

RECORDERS MEMORANDUM

This instrument was received and recorded electronically
and any blackouts, additions or changes were present
at the time the instrument was filed and recorded.

Any provision herein which restricts the sale, rental, or
use of the described real property because of color or
race is invalid and unenforceable under federal law.
THE STATE OF TEXAS
COUNTY OF HARRIS

I hereby certify that this instrument was FILED in
File Number Sequence on the date and at the time stamped
hereon by me; and was duly RECORDED in the Official
Public Records of Real Property of Harris County, Texas.




COUNTY CLERK
HARRIS COUNTY, TEXAS