

POLICY LETTER H

Rule-making Procedure

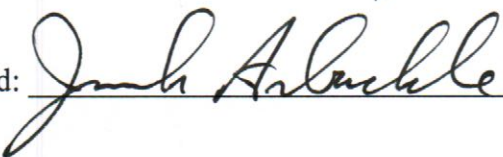
1. Authority. The board of directors of the Sylvan Meadows Property Owners Association (the "Association") shall have the authority to adopt policies, procedures and rules (hereinafter collectively referred to as "rules") to the extent they do not conflict with the Declaration, Articles of Incorporation, and Bylaws of the Association in order to interpret, supplement and/or enforce said governing documents, or to comply with the Colorado Common Interest Ownership Act (CCIOA).

2. Board Resolves Questions of Construction. If any doubt or questions shall arise concerning the true intent or meaning of any of those governing documents the board of directors (the "Board") shall determine the proper construction of the provision in question, and shall set forth in a written statement the meaning, effect and application of the provision. These determinations will thereafter be binding on all parties so long as it is not arbitrary or capricious, and they may be filed for record with the Clerk and Recorder of El Paso County.

3. Open Meetings. The Board shall adopt rules at Board meetings, which are open to attendance by owners. The Board shall take comments from the members in public session; the Board may then go into executive session as part of the deliberation process, but the Board must come back into open meeting for the final vote to adopt a Rule or policy.

4. Notice to Membership. In any case where the Board is adopting a new or amended rule, the Board will mail copies to the members and may also give notice to the members by group email notification in addition to posting it on the Association web site. Any new rule shall be posted on the Association's web site. Any Owner who desires any amendment or the adoption of a rule should submit the request in writing to the Board, and the Board may proceed as it determines to be in the best interest of the Association.

Adopted this 21st day of May, 2018, by the Board of Directors.

Signed: , Board President