

## **DEER CREEK FARM HOMEOWNERS ASSOCIATION, INC.**

### **PROCEDURES FOR ADOPTION & AMENDMENTS OF POLICIES, PROCEDURES & RULES**

The following procedures for adoption & amendments of policies, procedures and rules policy was adopted by the Board of Directors of the Deer Creek Farm Homeowners Association, Inc. ("Association"), pursuant to C.R.S. 38-33.3-209.5, at a regular meeting of the Board of Directors

**EFFECTIVE DATE:** April 20, 2015

The Board shall have the authority to alter, amend or repeal the HOA Bylaws, policies, procedures and rules or provisions herein or adopt new Bylaws (Article XII, Section 12.1). Members, by majority of vote of those present in person or by proxy at a meeting called for the specific purpose of altering, amending or repealing of any HOA Bylaw at which a quorum is present in person or by proxy by the commencement of the meeting, shall have the power to alter, amend or repeal the HOA Bylaws and to adopt new Bylaws. Grandfather provision may apply to changes made at such meetings.

The Board shall document the proposed changes and distribute them to the members in a Special Notification to include the location, date and time of the meeting where such action will be addressed. A 10 day minimum notice is required.

Members shall submit a petition to the Board listing the changes they wish to be considered by the Board or the membership. The changes must be stated clearly and in detail, showing the current and proposed versions. The petition must have the signatures of a minimum of 20% of the members (households) (9). The Board has a maximum of 30 days to notify members of the location, date and time of the meeting and the items that will be addressed.

The meeting to address the Bylaw changes will include a listing of the proposed changes, verification of a quorum, opportunity to hear all sides who wish to speak for or against the changes and a vote on the changes.

Once the vote is completed and verified as official, the Board shall send the new Bylaws to all the membership within 10 days following the vote.

The undersigned hereby certifies that the foregoing resolution was adopted and made a part of the minutes of the meeting of the Board of Directors of the Association conducted on the 2 day of March, 2015.

