

WATERS LANDING ASSOCIATION, INC. VOLUNTEER COMMITTEE RESOLUTION

WATERS LANDING ASSOCIATION, INC.

POLICY RESOLUTION NO. 2021-01

VOLUNTEER COMMITTEE RESOLUTION

WHEREAS, Article VII, Section 2 of the Association’s Declaration of Covenants provides that the Board of Directors shall appoint an Architectural and Environmental Review Committee (“AERC”), to be composed of between 3 and 11 members; and

WHEREAS, the Article V, Section 3(k) of the Association’s Bylaws empowers the Board of Directors to appoint members to the AERC and to other such committees as the Board may designate; and

WHEREAS, the Board of Directors deems it to be in the best interest of the community to enact a resolution establishing a policy for appointing volunteer members to the AERC and other standing or ad-hoc committees established by the Board;

NOW THEREFORE, BE IT RESOLVED that the following policies for appointing volunteer members to standing and ad-hoc committees shall be followed, effective as of April 21, 2021 :

1. The Board of Directors (“Board”) will appoint volunteers to standing and ad-hoc committees. Ad-hoc committees will be established based on community interest.
2. Committees must have a minimum of three (3) volunteers.
3. The Board will appoint committee volunteers to serve on the Architectural and Environmental Review Committee (“AERC”), a standing committee. The AERC’s role is to review applications submitted by residents for architectural changes, as prepared by Association staff. Other duties of the AERC are outlined in the Architectural Guidelines.
4. The AERC will consist of members from various neighborhoods to provide regional diversity.
5. The AERC members will be appointed for terms of three years.

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6. AERC members will abstain from reviewing and approving their own personal applications.
7. All committees, excepting Neighborhood Advisory Committees (“NAC”), should have a representation from various neighborhoods or groups.
8. Any NAC will have representation from the neighborhood of which it serves only.
9. Committees must not have more than one person representing any household.
10. Only members in good standing are eligible to serve on a committee.
11. Any member representing any committee must review and is subject to the WATERS LANDING CODE OF ETHICS AND RULES OF CONDUCT FOR VOLUNTEER BOARD MEMBERS, OFFICERS, AND COMMITTEE MEMBERS. A copy will be presented for each member to initial that they have reviewed the document. A copy of which will be maintained in the Association office.
12. Any member representing any committee must review and is subject to this VOLUNTEER COMMITTEE RESOLUTION. A copy will be presented for each member to initial that they have reviewed the document. A copy of which will be maintained in the Association office.
13. Ad-hoc committees will be set to limited periods of time, as established by the necessity for the ad-hoc committee.
14. The ad-hoc pool committee will function April – September.
15. Ad-hoc volunteers will require appointment at the initiation of each ad-hoc committee.
16. Committees will meet at scheduled intervals, and will be open to the public. Schedules may be subject to the need of the committee, but will generally meet monthly.

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17. NAC meetings will be open, public meetings; however, participation is limited to members of the specific neighborhood of which that NAC serves. Outside members may attend, but cannot speak or participate in the NAC meeting.
18. Committees will appoint a Chair, Vice-Chair and Secretary to record minutes of committee meetings. The secretary will transcribe minutes and submit to the Association office as part of the committee record.
19. Committee members may be removed by the Board of Directors with or without cause.
20. Any misconduct, harassment or assault, including, but not limited to verbal, physical and/or sexual, will not be tolerated and will result in removal from any committee. Any such transgression should be reported to the Association management office, in writing, immediately upon knowledge of such incident.
21. This Resolution shall not limit the Board's authority to establish additional standing or ad-hoc committees in accordance with the Declaration and Bylaws.

**WATERS LANDING ASSOCIATION, INC.
RESOLUTION ACTION SHEET**

Resolution No.: 2021-01

<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<u>John Pesce</u> Director	<u>4/22/21</u> John Pesce
<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<u>[Signature]</u> Director	<u>4/22/21</u> Nic D'Ascoli
<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<u>[Signature]</u> Director	<u>4/22/21</u> Andrew Saundry
<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<u>[Signature]</u> Director	<u>4/22/21</u> Patrick Stoup
<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<u>[Signature]</u> Director	<u>4/22/21</u> Mark Smith

Duly adopted by the Board of Directors as of April 21, 2021.

ATTEST: [Signature]
Secretary

4/22/21
Date