

Yakima Ranches Owners Association Phase II

Rules and Regulations Bylaws - Article 5

Historical note: the first eight Rules and Regulations, listed here as originally written in late 1984. For future revisions, any entry that is rescinded shall be marked rescinded but remain viewable in this document. Entries that are rewritten will first be rescinded, remain intact and then rewritten as a new entry at the end of the list. New entries shall be recorded at the end of the list. Old entry numbers will not be reused.

1. Rescinded by Board of Directors January 31, 2008

Originally written August 15, 1984

No rulings from any other organization or book shall apply to this Corporation. Articles and Bylaws published and recorded for Yakima Ranches Owners Association Phase II, and the rules adapted by the Board of Directors apply to Phase Meetings.

2. Rescinded by Board of Directors January 31, 2008 and Rewritten as #17

Originally written August 15, 1984

All annual and special meetings will be conducted under a prepared agenda. Discussion limited to items on the agenda. Chairman will announce when meeting is open for discussion. If a member wished to speak, raise your hand, when called upon; please state your full name, as meetings are recorded. Time limit per item will be twenty minutes, with questions limited to two minutes. Unless President or chairman conceded additional time to any special discussion.

3. Rescinded by Board of Directors January 31, 2008

Originally written August 15, 1984

No member shall interrupt Chairman or speaker while they are speaking. All annual and special meetings are set forth for reporting: for items not on agenda, a suggestion and complaint box will be set up for your convenience. They will be reviewed, at a latter time and acted upon.

4. August 15, 1984

Members personal conduct will expect to be controlled, members becoming disruptive or *harassive* will be called out of order, if repeated they will be asked to leave. This applies to all meetings.

5. Rescinded by Board of Directors January 31, 2008

Originally written August 15, 1984

Motions to change Articles of Incorporations or Bylaws, will only be voted on after all members are notified by the Secretary of what changes are being proposed.

6. Rescinded by Board of Directors January 31, 2008

Originally written August 15, 1984

Members wanting to review past records may do so by attending a Board of Directors meeting, or calling the President or Secretary for such information. Board Meetings are scheduled for every other month, and are the first Monday of the month: 8:00 PM held at 2 Chucker Drive. Please call 452-4286 to be sure, as sometimes meetings are changed due to a Board Members schedule. Members are welcome to call anytime, we like hearing your ideas or suggestions. Of if you have questions, we will be glad to answer them.

7. August 15, 1984

It is the members responsibility to notify the Secretary of any change of address of property sold. This can be done by mail or phone.

8. Rescinded by Board of Directors January 31, 2008 and Rewritten at #18

Originally written August 15, 1984

Corporation Attorney will be present at all annual meetings, unless he is not available on the meeting date.

9. Written May 30, 2006 at a Special Board of Directors Meeting

The Board of Directors shall temporarily consolidate all rules, regulations, policies and procedures under the Bylaws Chapter 5 as a Rule and Regulation for the present, migrating to a Policies and Procedures format via an amendment process in the near future.

10. Written May 30, 2006 at a Special Board of Directors Meeting

An Agenda item at each Annual Members Meeting shall include an activity during which each Board of Director shall sign a copy of the CODE of CONDUCT. No Director is exempt. The Secretary shall keep the originals on file, providing a copy to any member as requested.

11. Written May 30, 2006 at a Special Board of Directors Meeting

The Yakima Ranches Owners Association Phase II shall adapt and follow GAP (General Accounting Principles) to ensure proper due diligence of their fiduciary responsibilities including, but not limited to: proper segregation of duties; accounting for receipts of dues; payment of obligations; maintenance of outstanding accounts; receipts required for reimbursements; correctly declared and written billing statement prior to payment; estimates for proposals; regular and frequent financial summation reporting at appropriate meetings and regular cross check balancing of statement to check register.

12. Written May 30, 2006 at a Special Board of Directors Meeting

At all Yakima Ranches Owners Association Phase II meetings, Roberts Rules of Order shall be used to whatever detail required to ensure business of the Association can continue.

13. Written May 30, 2006 at a Special Board of Directors Meeting

There shall be a regularly held monthly Board of Directors meeting on the last Thursday of every month, at a location to be determined, at 6:30 PM except for the months of November and December whose meeting dates and times shall be determined at the month's prior meeting.

14. Written May 30, 2006 at a Special Board of Directors Meeting

The Treasurer shall keep and protect all unused checks; the President shall have mailed to a separate address the check statements; the registers and carbons shall be reconciled with statements each month at a time and place of the offices choosing, so long as the reconciliation is accomplished before and reported at the next Board of Directors meeting.

15. Written May 30, 2006 at a Special Board of Directors Meeting

All Yakima Ranches Owners Association Phase II meetings shall employ the use of a VISITORS REGISTRATION log sheet whose summarization shall be included in the minutes and then permanently attached to same.

16. Written May 30, 2006 at a Special Board of Directors Meeting

All Yakima Ranches Owners Association Phase II meetings shall employ the use of a timed agenda. The chair may elect to create an initial agenda and timing at any time prior to the meeting or delegate such activity to another meeting member. Regardless, the meeting members shall evaluate, add to or delete the agenda and timing as a first act of business. Any agenda item exceeding the allotted time may be picked up again at the end of the meeting, carried to another meeting as an agenda item, or the members may elect to continue discussed at the cost of extending the meeting. All agenda items must be discussed.

17. Rewritten from #2 by Board of Directors January 31, 2008

All Annual and Special Members Meetings will be conducted using a prepared agenda. Discussion shall be limited to items on the agenda. The President will announce when the meeting is open for general discussion. If a member wishes to speak, they are to raise their hand, wait until called upon, at which time they will state their full name.

18. Rewritten from #8 by Board of Directors January 31, 2008

The Corporation Attorney will be requested to attend all Annual and Special Members Meetings.

RULES AND REGULATIONS ADOPTED AUGUST 15, 1984
ADOPTED UNDER ARTICLE 5 OF THE BY-LAWS BY THE BOARD OF DIRECTORS

1. No rulings from any other organization or book shall apply to this Corporation. Corporation Articles and By-Laws published and recorded for Yakima Ranch Owners Association Phase 2, and the rules and regulations adopted by the Board of Directors are the rulings that apply to meetings.
2. All Annual and Special Meetings will be conducted under a prepared Adgenda. Discussion limited to items on the Adgenda. A time limit per item will be twenty minutes, with questions limited to two minutes, unless the President or Chairman concedes additional time to any special discussion.
3. Corporation Attorney (Donald Shaw) will be present at all annual and special meetings.
4. Members personal conduct will be expected to be controlled, members or persons becoming disruptive or harassive will be called out of order. If repeated they will be asked to leave. This shall apply to all meetings.
5. Annual Meetings are set forth for an annual report. A suggestion and complaint box will be set up for your convenience, paper and pencil are available for use for items you wish to have considered that are not covered on the agenda. They will be reviewed at a latter time and acted upon or answered.
6. Members will be expected to not interrupt any time President or Chairman or a speaker is making a speech. Chairman will announce when discussion is open. If a member wishes to speak, raise your hand. When called upon by President or chairman, please state your name.
7. Members wanting to see past minutes or records can do so by attending Board of Directors Meeting following the annual meeting or any monthly Board Meeting, which are held at 1 Chucker Drive, at 7:30 PM. the first Wednesday of each month. Or if this is not convenient may call the Secretary and make an appointment.