

Master Homeowners Association for Green Valley Ranch
**ADOPTION AND AMENDMENT OF POLICIES, PROCEDURES
AND RULES POLICY**

RESPONSIBLE GOVERNING POLICY
In Compliance with Senate Bill 100
Revised and Effective April 1, 2008

Senate Bill 100 requires that the Association prepare a policy which outlines how we intend to adopt and amend policies, procedures and rules within our Community.

For purposes of this Policy, policies, procedures and rules within our Community are referred to as "Rules" and any amendment, modification, repeal or replacement of any existing Rule is referred to as an "Amendment."

Any Rules adopted by the Association prior to the date of adoption of this Policy, including the seven policies and procedures that pursuant to Senate Bill 100 were required to be effective January 1, 2006, shall continue to be effective notwithstanding that they may have been adopted without following all of the procedures of this Policy. The Board, by adopting Policy, ratifies and reaffirms all such policies and procedures.

Communication with our members is extremely important. Board members are elected voluntary officials responsible to the owners within our Community. The following policies are created to inform the owners of the procedures that will be followed for adoption of Rules and Amendments and to properly communicate any approved Rules or Amendments to the Rules of our Community.

Amendment and Adoption of Rules

While it is the Board's hope that the policies, procedures and Rules currently in effect are proper and reasonable for our Community, the Board recognizes that conditions, attitudes, expenses and priorities may change from time to time. In the event that it becomes apparent that our Board needs to consider a new Rule or a change to a Rule, the following procedures will be followed:

Adoption of Rules. Rules will be adopted by the Board from time to time as it deems necessary. The Board may amend, modify, repeal and replace any of the Rules from time to time as it deems necessary.

Proposed Rule. Any proposed Rule or Amendment to an existing Rule will be submitted to the Board for consideration by a member of the Board. The Board, a committee authorized by the Board for that purpose, or the Association's attorney (when directed authorized by the Board) will draft the initial language of a Rule or Amendment and the matter will be placed on the agenda for the next appropriate Board meeting at the direction of the Board.

No Violation. A Rule must not violate the Declaration of the Community, the Articles of Incorporation or By-Laws of the Association or any federal, state or local laws.

When Effective. A Rule or any Amendment will be effective only upon adoption by resolution of the Board. Upon adoption of such Rule or Amendment notice will be provided to the Members.

Discussion of Proposed Rules. A proposed Rule or Amendment will be discussed in an open meeting of the Board prior to the final vote unless the Rule or Amendment is of a legal nature that can not be reasonably discussed in an open meeting, in which event the discussion will take place in a closed executive session according to law.

- At a Board meeting (unless this is a legal issue), the Board of Directors will review and act upon the proposed Rule or Amendment or any proposed change to the draft submitted.
- In the event that change is of a legal nature that cannot be reasonably discussed in an open meeting, discussion will take place in a closed executive session.
- Once the Board has approved the draft, the Rule change will be referred to the Association's attorney for final review.
- An open hearing will take place prior to the final vote regarding the proposed Rule or Amendment by the Board of Directors.
- Assuming that the proposed Rule or Amendment is approved by a majority of the Board in attendance at a meeting of the Board, notice of any new Rule or Amendment will be given to all owners by mail or other acceptable means of communication. A Rule or Amendment will be deemed effective upon the date of adoption unless otherwise noted in the resolution by which the Rule or Amendment was adopted. The notice will included the effective date of the change.

Waiver of Rules. The strict application of any Rule in any specific case may be modified or waived in whole or in part by the Board if in the opinion of the Board, in its sole discretion, such strict application would be unreasonable or unduly harsh under the circumstances.

Failure to Follow Procedures. The failure to follow any of the procedures set forth in this Policy shall not invalidate any Rule or Amendment that is otherwise approved by the Board at a duly convened meeting of the Board.

Amendment to Articles of Incorporation, By-Laws and Declaration

The procedures for the amendment of the Declaration of the Community, the Articles of Incorporation of the Association and the By-Laws of the Association are set forth in those documents. As a matter of course, any proposed amendment to those documents, will be referred to the Association's attorney for its review prior to submittal to the Board or the Owners, if required for consideration and a vote.



Master Homeowners Association for Green Valley Ranch

RESOLUTION

**TO REVISE THE ADOPTION AND AMENDMENT OF POLICIES,
PROCEDURES AND RULES POLICY**

Pursuant to the provisions of the Declarations of the Master Homeowners Association for Green Valley Ranch (the "Association"), which allow for this action of the Executive Board of Directors of the Association, the following Resolution was adopted by the majority of the Executive Board of Directors of the Association.

BE IT RESOLVED, that the "Revised Adoption and Amendment of Policies, Procedures and Rules Policy" " is approved and adopted as Rule and Regulation of the Association to be effective April 1, 2008; and

FURTHER RESOLVED, that the officers of the Association shall notify the Members of this Policy.

IN WITNESS WHEREOF, signed and adopted by the Board of Directors this, _____ day of _____, 2008.

**MASTER HOMEOWNERS ASSOCIATION
FOR GREEN VALLEY RANCH,**
a Colorado Nonprofit Corporation

Norm Avery

Olivia Chambers

Gary B. Haley

Marlene Martin

Trenton J. Stone

William H. Talbert

Joanne M. True