

Governing Documents and Policy Minutes

Date: September 26, 2025, 2:00 pm

Location: Clubhouse Library

Board Liaison: Sandra Watkins

Committee Chair:

1. Call to order:

2. Roll Call:

a. Members: Sandra Watkins, Marie Touitou, Kathy Miller, Rebecca Brannon. All present.

3. Business

a. Appointment of Chair: Unanimous vote to appoint Rebecca Brannon as chair.

b. Appointment of Secretary-unanimous vote to appoint Kathy Miller as Secretary. Secretary Miller moves to allow Secretary to record meeting for the purpose of documenting minutes.

All committee members approve.

4. Discussion

a. What to review?

i. Proposed bylaw restatements (Fiore, Adams, 1986 Amended) Committee agrees that this is a top priority as Committee and Board have received CCRs from both law firms Fiore and Adams. The committee will be reviewing and comparing both of these documents and comparing them with our current governing documents. Rebecca and Marie have been working on this. See attached current recommended changes.

ii. Fiore CC&Rs- see attached recommended changes. In addition to attached recommended changes add 7.2 consider “good standing,” 7.6 change to “inspector of elections,” not “management or Board.”

- iii. Election Rules- the committee will be reviewing the current election rules, as will the election committee.
- iv. Code of Conduct distributed to all members and signed. Separation agreement discussed, suggested to Board Liaison Sandra Watkins that the separation agreement that has been approved be given to all departing Board members, and signed.
- v. New Laws- The committee will be reviewing new laws and informing the Board of directors as needed.

b. Future Topics

- i. Policy Repository
- ii. Sign Ordinance
- iii. All approved committee charters
- iv. ECC Rules and Guidelines
- v. Board of Directors Reference Guide
- vi.

- 5. Next meeting: October 28, 2025, 2:00 PM
- 6. Adjournment: