

**RESOLUTION OF THE
GRASS MESA HOMEOWNERS ASSOCIATION
REGARDING PROCEDURES FOR ADOPTION AND AMENDMENT OF
POLICIES, PROCEDURES, RULES, REGULATIONS, AND GUIDELINES**

SUBJECT: Adoption of a procedure to be followed when adopting policies, procedures, rules, regulations, or guidelines (hereinafter "Policy" or "Policies") regarding the operation of the Association.

PURPOSE: To adopt a standard procedure to be used in developing Policies in order to facilitate the efficient operation of the Association.

AUTHORITY: The Declaration, Articles of Incorporation, Bylaws of the Association, and Colorado law.

EFFECTIVE DATE: April 1, 2016

RESOLUTION: The Association hereby adopts the following procedures to be followed in adopting Policies of the Association:


1. **Scope.** The Board of Directors of the Association may, from time to time, adopt certain Policies as may be necessary to facilitate the efficient operation of the Association, including the clarification of ambiguous provisions in other documents, or as may be required by law. In order to ensure that such Policies are necessary and properly organized, the Board of Directors shall follow the following procedures when adopting any Policy.
2. **Drafting Procedure.** The Board of Directors shall consider the following in drafting the Policy:
 - A. Whether the governing documents or Colorado law grants the Board of Directors the authority to adopt such a Policy;
 - B. The need for such Policy based upon the scope and importance of the issue, and whether the governing documents adequately address the issue; and
 - C. The immediate and long-term impact and implications of the Policy.
3. **Adoption by Resolution.** The Board of Directors may in its discretion adopt such a policy, procedure, or rule by Resolution. An affirmative vote from a majority of the Board of Directors in attendance when a quorum is present at the meeting shall be required to adopt or amend a policy, procedure, or rule.
4. **Notice and Comment.** Once the Board of Directors has investigated the issue and discussed the reasonable approaches to address the issue, the Board of Directors may, but is not obligated to, provide notice to the members of the issue and the proposals to address the issue by adopting a policy, procedure, or rule, or by amending an existing policy, procedure, or rule. The Board of Directors may seek comment from the members prior to voting for an approach.

5. **Notice to Owners.** Upon adoption of a Policy, the Policy or notice of such Policy, including the effective date, shall be provided to all Owners by any reasonable method as determined in the sole discretion of the Board of Directors, including but not limited to posting on the Association's website.
6. **Definitions.** Unless otherwise defined in this Resolution, initially capitalized or terms defined in the Declaration shall have the same meaning herein.
7. **Supplement to Law.** The provisions of this Resolution shall be in addition to and in supplement of the terms and provisions of the Declaration and the laws of the State of Colorado governing the Association.
8. **Deviations.** The Board of Directors may deviate from the procedures set forth in this Resolution if in its sole discretion such deviation is reasonable under the circumstances.
9. **Amendment.** This Procedure may be amended from time to time by the Board of Directors.

PRESIDENT'S CERTIFICATION:

The undersigned, being the President of the Grass Mesa Homeowners Association, a Colorado nonprofit corporation, certifies that the foregoing Resolution was adopted by the Board of Directors of the Association, at a duly called and held meeting of the Board of Directors on MARCH 21, 2016 and in witness thereof, the undersigned has subscribed his/her name.

**GRASS MESA HOMEOWNERS
ASSOCIATION,**
a Colorado nonprofit corporation

By: 
President