

**RESOLUTION OF THE COVENANTS COMMITTEE**  
**OF BROADLANDS ASSOCIATION, INC.**  
**(Charter for Modifications Subcommittee)**

**WHEREAS**, Article 9, Section 9.1 of the Declaration provides that the Board of Directors shall establish a Covenants Committee; and

**WHEREAS**, the Board of Directors has appointed a Covenants Committee; and

**WHEREAS**, Article 9, Section 9.2 of the Declaration provides that the Covenants Committee shall establish certain subcommittees to exercise the powers of the Covenants Committee; and

**WHEREAS**, Article 9, Section 9.2 (b) of the Declaration provides that a Modifications Subcommittee may be established to review and approve or disapprove the plans for any visible additions, alterations or modifications to the exterior of existing improvements located on the Property in order to ensure the quality and compatibility of the style or improvements on the Property; and

**WHEREAS**, the Covenants Committee deems it necessary and in the best interests of the Association to establish a Modifications Subcommittee to carry out the duties specified in Article 9, Section 9.2 (b) of the Declaration; and; and

**NOW, THEREFORE, BE IT RESOLVED THAT** the Modifications Subcommittee is hereby established and the following procedures for this Subcommittee are adopted and implemented:

**I. Appointment and Terms.**

1. The Covenants Committee shall appoint at least three persons, who need not be an Owner of a Lot within the Property, to serve on the Subcommittee.
2. The Covenants Committee shall appoint persons to serve for a term of at least one year, but no longer than three years.
3. The Covenants Committee may remove a person from the Subcommittee at any time with or without cause.

4. The Covenants Committee shall determine the number of persons who will serve on the Subcommittee and may change that number at any time.

## **II. Powers and Responsibilities.**

1. The Subcommittee shall have the authority to review and approve or disapprove plans submitted to the Association for any visible additions, alterations, or modifications to the exterior of existing improvements located on a Lot on the Property in order to ensure the quality and compatibility of the style on improvements on the Property. The Subcommittee does not have the authority to review the original new home construction on a Lot or any modifications to common areas.

2. The Subcommittee shall approve or disapprove plans submitted to the Association by conducting a vote in open session at its meetings.

3. The Subcommittee shall review plans submitted to the Association to determine if the additions, alterations, or modifications specified in the plans comply with the Association's Design Standards and shall disapprove any plans which show additions, alterations, or modifications which do not comply with the Design Standards.

4. The Subcommittee shall disapprove any plans which it deems incomplete and do not enable it to determine if the additions, alterations, or modifications comply with the Association's Design Standards.

## **III. Operations.**

1. The Modifications Subcommittee shall elect a Chairperson and a Vice Chairperson of the Subcommittee.

2. The Chairperson shall have the following duties:
  - a. Chair the meetings
  - b. Develop a meeting agenda;
  - c. Set a meeting schedule;
  - d. Serve as the liaison to the Board of Directors and represent the Subcommittee before the Board on any matters.
  - e. Serve as the liaison to the General Manager and represent the Subcommittee before the General Manager on any matters.
  - f. Ensure that the Subcommittee is performing duties in this resolution and requested by the Board of Directors.
  - g. Ensure that notices of Subcommittee meetings are provided in accordance with this Resolution.

3. The Vice Chairperson shall be responsible for the duties of the Chairperson in his or her absence.

#### **IV. Meetings.**

1. All Subcommittee meetings shall be held in the Nature Center or other recognized meeting place of the Association.

2. All Subcommittee meetings shall be open to the Association membership.

3. All Subcommittee meetings shall be publicized in a manner that the Board deems appropriate.

4. Minutes shall be taken at each Subcommittee meeting and shall include a record of attendance and all votes taken.

5. A quorum of members of the Subcommittee must be present to conduct a meeting. Quorum shall be a majority of Subcommittee members.

6. A majority vote of Subcommittee members in attendance at a meeting at which a quorum is present shall constitute a decision of the Subcommittee. All voting shall be conducted in open session.

The effective date of this Resolution shall be January 1, 2013.

This Resolution was duly adopted by the Board of Directors this 11<sup>th</sup> day of December, 2012.