

## **ARBOR TERRACE HOMEOWNERS ASSOCIATION**

### **Resolution Number One - Resolution To Create Resolutions**

WHEREAS, Recitals and various Articles of the Declaration of Protective Covenants Conditions and Restrictions and Easements (Declaration) and the Bylaws including Article 4, Section 4.24 Association Rules and Regulations, of the Declaration and Article 4, Section 4.7 Powers, Section 4.15 (f) Enforcement Policies, of the Bylaws describes the general powers, obligations and duties of Arbor Terrace Homeowners Association (Association), a nonprofit corporation formed under the laws of the State of Oregon (see Articles of Incorporation), and the Oregon Planned Communities Act, ORS 94.630 and 94.640 Homeowners Associations and Board of Directors Powers, provide for the jurisdiction and powers to administer the management of the affairs of the Association;

AND WHEREAS, Article 4, Section 4.7, Powers, of the Bylaws of the Arbor Terrace Homeowners Association, delegates and describes the powers and duties of the Board of Directors as necessary for the administration of the affairs of the association;

AND WHEREAS, in order to exercise its powers and duties as efficiently and effectively as possible, the Board of Directors of the Association deems necessary the establishment of systematic procedures to reach, record, promulgate, maintain, and administer far-reaching, precedent-setting actions and decisions;

AND WHEREAS, the Board of Directors desires that these procedures be fully open and readily accessible to Association members for effective communication, including the gathering and evaluation of feedback, to serve the Association's purpose to provide for the management, maintenance, protection and preservation of property in the Arbor Terrace neighborhood, and to promote the health, safety, welfare and other general benefits of its members, along with the Oregon legislature's stated goals of assuring "proper maintenance of the projects so that the investment of the owners and the appearance of Oregon communities are protected." (ORS 94.560 [5]);

NOW, THEREFORE, BE IT RESOLVED THAT the Board shall establish a process of creating and adopting Resolutions as follows:

1. When necessary, the Board shall create a draft of a Proposed Resolution in a format that conforms to the "Model Resolution" provided in Attachment One below.
2. A Proposed Resolution shall specifically relate to the long-term governance of the Association, including but not limited to, actions affecting members' rights of enjoyment, members' obligations, and the protection of the equity of the Association and its members, or may deal with the internal structure and operation of the Association, including but not limited to, responsibilities of committees, financial procedures, and administration of policies and rules.
3. After the initial draft of a Proposed Resolution is created, the Board of Directors will circulate it

to all Association members of record, for their review and constructive comment.

4. Based on the feedback received from the Association, the initial draft of the Proposed Resolution may be revised by the Board of Directors into a Draft 2 Proposed Resolution and then re-circulated to the Association members for their final review and feedback.
5. If a) the initial Proposed Draft is deemed acceptable by most of the Association, or if b) only semantic changes were requested, or if c) Draft 2 has been circulated for feedback, then the Board of Directors shall draw up a Final Draft of the Resolution that reflects the will of the majority of the membership.
6. The Board of Directors shall vote to either Approve or Disapprove the Final Draft of the Resolution. If it is approved the Resolution will be signed and dated by the Board President. The Resolution shall then be enforceable. If it is Disapproved, the matter is deemed closed for the time being.
7. An enforceable Book of Resolutions shall be maintained by the Secretary of the Board of Directors and made available to all Association members.

Approved by the Board of Directors on June 14, 2007.

ATTACHMENT ONE

## MODEL RESOLUTION FORMAT

ARBOR TERRACE HOMEOWNERS ASSOCIATION

Resolution Number \_\_\_\_\_ [Title of the Resolution] \_\_\_\_\_

WHEREAS, \_\_\_\_\_ [One or more paragraphs providing the AUTHORITY for this Resolution]

NOW THEREFORE, BE IT RESOLVED THAT \_\_\_\_\_ [One or more paragraphs describing the SPECIFICATIONS OR ACTIONS that are the results of this Resolution].

ATTEST:

\_\_\_\_\_  
Date

\_\_\_\_\_  
President, Board of Directors