

Meetings

Annual/Special Meetings of CLEARMEADOWS COMMUNITY ASSOCIATION

Notice to homeowners is to be provided in accordance with the provisions of the Covenants.

Copies of the agenda shall always be made available for inspection at any annual or special meeting of the association.

The meeting shall use the agenda as a guide; the meeting shall be conducted in accordance with Robert's Rules of Order.

There shall always be opportunity provided for comments and questions from the homeowners concerning the items on the agenda.

Any matter that is to be decided by the CLEARMEADOWS COMMUNITY ASSOCIATION as a body shall be by a vote. However, only if requested shall a secret ballot be used. If a homeowner requests that there be a secret ballot one shall always be required.

The election of the members of the Board of Directors of the CLEARMEADOWS COMMUNITY ASSOCIATION shall be by written ballot unless a motion is made for election by acclamation, and the motion is adopted by the membership.

If any vote is taken by show of hands the vote count shall be conducted by the President and verified by the Vice-President. If a secret ballot is taken on any matter, the vote shall be counted by at least two homeowners not directly involved in the outcome and verified by the President or the Vice-President.

Minutes of the annual meetings of the CLEARMEADOWS COMMUNITY ASSOCIATION shall be kept under the supervision of the Secretary. Minutes of the annual meetings shall be provided for the homeowners review and approval at the next annual meeting of the CLEARMEADOWS COMMUNITY ASSOCIATION. In the interim, minutes of the annual meetings shall be posted on the association website, marked "subject to approval".

Board Meetings

The Board of Directors of the CLEARMEADOWS COMMUNITY ASSOCIATION shall normally meet every month at a time and place to be determined by the board.

The schedule of board meetings shall be given on the CLEARMEADOWS COMMUNITY ASSOCIATION web page; said notice shall at a minimum indicate the normal place, time and location of the board meetings.

Signs announcing the monthly board meetings will normally be placed at the entrances to the Clearmeadows community at least 24 hours in advance of the meeting.

All meetings of the Board of Directors shall be open to all homeowners and there shall be an opportunity for comments and questions to be made on any matter before the board. The only exception to this requirement shall be if the Board is required to deal with matters deemed to be sensitive in nature, such as contract negotiations with contractors, management companies or litigation. If an executive session for that purpose is required it need not be limited to the purpose that it has been called for. A reference to the executive session must be made in the minutes of the next monthly meeting; however, details of the executive board meeting may be withheld as being sensitive in nature.

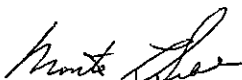
Minutes shall be maintained under the supervision of the Secretary. Minutes may be posted upon the web page, subject to correction and approval by the board.

This policy is adopted this 17th day of January 2008 at an open Board meeting where a quorum of the Board was present and becomes effective immediately.

ATTEST:



Chris Leedle
President



Monte Silliman
Secretary

1-23-08