

LONDON TOWNE HOMEOWNERS ASSOCIATION

POLICY RESOLUTION NO. 7 RIGHTS AND RESPONSIBILITIES FOR HOMEOWNERS AND COMMUNITY LEADERS

WHEREAS, the Bylaws, Article III, Paragraph C, Section 15 (f), authorized the Board of Directors to make and amend rules and regulations;

WHEREAS, the Board of Directors desires to improve the quality of life within the Association;

WHEREAS, the Board of Directors desires to adopt as aspirational policies of the Association certain recommended policies of the Community Association Institute with respect to the rights and responsibilities of homeowners and community leaders;

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT the Board duly adopts the following hortatory list of rights and responsibilities:

Homeowners Have the Right To:

1. A responsive and competent community association.
2. Honest, fair and respectful treatment by community leaders and managers.
3. Participate in governing the community association by attending meetings, serving on committees and standing for election.
4. Access association books and records to the extent permitted by the Bylaws and applicable law.
5. Expect the prudent expenditure of fees and other assessments.
6. Live in a community where the property is maintained according to established standards.
7. Fair treatment regarding financial and other association obligations, including the opportunity to discuss payment plans and options with the association before foreclosure is initiated.

8. Receive all documents that address rules and regulations governing the community association-if not prior to purchase and settlement by a real estate agent or attorney, then upon joining the community.

9. Appeal to appropriate community leaders those decisions affecting non-routine financial responsibilities or property rights.

Homeowners Have the Responsibility To:

1. Read and comply with the governing documents of the community.

2. Maintain their property according to established standards.

3. Treat association leaders honestly and with respect.

4. Vote in community elections and on other issues presented to the community.

5. Pay association assessments and charges on time.

6. Contact association leaders or managers, if necessary, to discuss their financial obligations to the Association and alternative payment arrangements.

7. Request reconsideration of material decisions that personally affect them.

8. Provide current contact information to association leaders or managers to help ensure they receive information from the community.

9. Ensure that those who reside on their property (e.g., tenants, relatives, friends) adhere to all rules and regulations.

10. Permit the Association Board of Directors to conduct meetings and business in an orderly and appropriate manner.

Community Leaders Have the Right To:

1. Expect owners and non-owner residents to meet their financial obligations to the community.

2. Expect residents to know and comply with the rules and regulations of the community and to stay informed by reading materials provided by the association.
3. Respectful and honest treatment from residents.
4. Conduct meetings in a positive and constructive atmosphere.
5. Receive support and constructive input from owners and nonowner residents.
6. Personal privacy at home and during leisure time in the community
7. Take advantage of educational opportunities (e.g., publications, training workshops) that are directly related to their responsibilities, and as approved by the association.

Community Leaders Have the Responsibility To:

1. Fulfill their fiduciary duties to the community and exercise discretion in a manner they reasonably believe to be in the best interests of the community.
2. Exercise sound business judgment and follow established management practices.
3. Balance the needs and obligations of the community as a whole with those of individual homeowners and residents.
4. Understand the association's governing documents and become educated with respect to applicable state and local laws, and to manage the community association accordingly.
5. Establish committees or use other methods to obtain input from owners and non-owner residents.
6. Conduct open, fair, and well-publicized elections.
7. Welcome and educate new members of the community – owner and non-owner residents alike.
8. Encourage input from residents on issues affecting them personally and the community as a whole.
9. Encourage events that foster neighborliness and a sense of community.

10. Conduct business in a transparent manner, when feasible and appropriate.
11. Allow homeowners access to appropriate community records, when requested.
12. Collect all monies due from owners and non-owner residents, when economically feasible.
13. Devise appropriate and reasonable arrangements, when needed and as feasible, to facilitate the ability of individual homeowner, to meet their financial obligations to the community.
14. Provide a process residents can use to appeal decisions affecting their non-routine financial responsibilities or property rights where permitted by law and the association's governing documents
15. Make covenants, conditions and restrictions as understandable as possible, adding clarifying "lay" language or supplementary materials when appropriate in drafting or revising the documents.
16. Provide complete and timely disclosure of personal and financial conflicts of interest related to the actions of community leaders, e.g., officers, the board and committees.

LONDON TOWNE HOMEOWNERS ASSOCIATION RESOLUTIONS ACTION RECORD

Resolution Type: Policy No.: 7

Pertaining to: Rights and Responsibilities for Homeowners and Community Leaders

Duly adopted at a meeting of the Board of Directors of the London Towne Homeowners Association held October 23, 2003.

Motion by: Robin Peralta Seconded by: Sally Saucedo

VOTE:		YES	NO	ABSTAIN	ABSENT
<u>Robin Peralta,</u>	Member	<u>X</u>	_____	_____	_____
<u>Sally Saucedo,</u>	Member	<u>X</u>	_____	_____	_____
<u>Joe Climo,</u>	Member	<u>X</u>	_____	_____	_____
<u>Mike Lannes,</u>	Member	<u>X</u>	_____	_____	_____
<u>Mike Mallon,</u>	Member	_____	_____	_____	<u>X</u>

ATTEST:

Joe Climo, by approval of Board
Secretary

October 23, 2003
Date

FILE DATA:

Book of Minutes - 200__

Book of Resolutions: Book No. _____ Page No. _____

Policy _____

Administrative _____

Special _____

General _____

Resolution effective _____, 200__.