

Resolution of the Townhomes at Red Hawk Homeowner's Association Regarding the Conduct of Meetings Policy

Subject: Conduct of Meetings Policy

Purpose: To adopt a procedure and policy to be followed for Homeowner Meetings and Board of Director Meetings

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

Effective Date: December 01, 2006

Resolution: The Association hereby adopts the following procedures to be followed for conduct at meetings.

1. Scope: To define procedures to be followed at Homeowner Meetings and Board of Director Meetings.

2. Specifics:

Notice for Homeowner Meetings will be mailed to the address of record for each unit not less than 10 days and not more than 50 days prior to the meeting. Mailing constitutes the depositing of mail within a mail receptacle by the Association.

Notice for Homeowner Meetings will be posted at the bulletin board located near the mailboxes not less than 1 day and not more than 49 days prior to the meeting.

Notice for Homeowner Meetings will be posted on the community website at <http://TheTownhomesAtRedHawkHOA.com> not less than 1 day and not more than 50 days prior to the meeting.

If requested and the required information to provide such is provided to the management company, notice for Homeowner Meetings will be provided via e-mail to unit owners not less than 1 day and not more than 50 days prior to the meeting.

All owners must sign in and must be current with their account (no moneys due at or over 30 days in arrears) to be considered in good standing for a Homeowner Meeting.

After a motion and second has been made on any matter to be discussed, at a time determined by the Board, but prior to a vote by the Directors, Owners, or their designated representatives, present at such time shall be afforded an opportunity to speak on the motion as follows: Owners in good standing will be provided time to speak, with no more than 2 minutes per subject, and no more than 2 subjects per unit-owner during a Homeowner Meeting.

Voting at Homeowner Meetings will be conducted by secret ballot. Ballots will be presented to each Owner in good standing and proxies (must contain unit owner's name that is on record, unit address, signature, date, and the name of the individual that they are providing the proxy to which does not need to be another unit owner) they present that are in good standing. Written ballots shall be counted by a neutral third party, excluding the Association's managing agent or legal counsel, or a committee of volunteers who are not Board members, and in the case of a contested election, are not candidates. The committee shall be selected or appointed at an open meeting, in a fair manner, by the Chair of the Board or another person presiding during that portion of the meeting. All ballots will be maintained in the Association records after counting is completed.

Both Homeowner Meetings and Board Meetings will be chaired by the President or the Vice President, if the President is not available.

Homeowner Meetings and Board of Director Meetings will not be audio or video recorded except by the Board of Directors or the management company to provide accurate meeting minutes.

During Board Meetings, owners in good standing may speak during the open forum if they sign in and state what topic they would like to discuss. They are limited to the subject they have stated at sign in, during the open forum, to a time limit of two (2) minutes per subject, and to no more than two (2) subjects per unit-owner.

Owners in good standing that are part of task forces or committees set up by the Board of Directors may be allowed to participate in the Board Meeting as requested by the Board of Directors to assist the Board of Directors in their decisions. An owner in good standing that is not part of the task force or committee but has expertise in the subject or are directly impacted by the subject may be asked to participate in discussions by the Board of Directors.

3. Definitions: Unless otherwise defined in this Resolution, initially capitalized or terms defined in the Declaration shall have the same meaning herein.

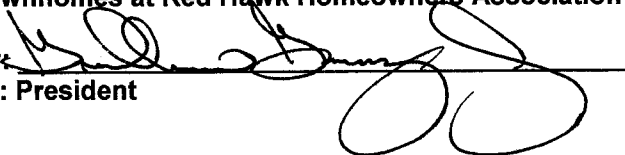
4. Supplement to Law: The provisions of this Resolution shall be in addition to and in supplement of the terms and provisions of the Declaration and the law of the State of Colorado governing the Project.

5. Deviations: The Board may deviate from the procedures set forth in this Resolution if in its sole discretion such deviation is reasonable under the circumstances.

6. 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 Association certifies that the foregoing resolution was adopted by the Board of Directors of the Association and in witness thereof, the undersigned has subscribed his/her name.

Townhomes at Red Hawk Homeowners Association

By: 
Its: President