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September 18, 2020

RE: Solera Oak Valley Greens Association
Community Rule Changes **#F. Meeting Conduct** and **#H Board Deliberations**

Dear Solera Oak Valley Greens Homeowner:

Please find attached the recently adopted community rule changes **#F. Meeting Conduct** and **#H Board Deliberations**. These rule changes were adopted by the Board of Directors on September 16, 2020 at the regularly scheduled open board meeting, and became effective on this date. The Board appreciated receiving comments from homeowners before adoption.

It is recommended that this document be added to your Community Rules and other Association documents for future reference.

Should you have any questions, please contact Susan Larson at slarson@keystonepacific.com

Sincerely,

At the Direction of the Board of Directors
Solera Oak Valley Greens Association

Susan Larson

Susan Larson, PCAM
General Manager
Solera Oak Valley Greens Association

F. Meeting Conduct (Rule change to item F. Meeting Conduct, pg. 21, Community Rules, adopted 9/16/2020)

1. Meetings will generally follow parliamentary procedure for small boards. In brief, informal discussion of an agenda item is permitted while there is no motion pending. A motion is a proposal that the Board takes a stand or takes action on some issue. Only Directors can make motions. The Chair, normally the President, may call for a motion or, if temporarily passing the gavel, may make a motion on the agenda item once discussion is completed and the Board is ready to formulate one. If there is no second to a motion, the issue is dropped. If a motion receives a second, then the Chair will ask for any further debate and discussion prior to calling for a vote.

H. Board Deliberations (Rule change to item H. Board Deliberations, pg. 23, Community Rules, adopted 9/16/2020)

1. Directors will deliberate topics only when on an agenda, except for emergency matters.
2. Generally, discussion should be initiated by the Director requesting the item to be placed on the agenda.

Adopted September 16, 2020