



1615 Fairway Drive
Beaumont, CA 92223
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July 30, 2020

RE: Proposed Community Rule Changes

Dear Solera Homeowner:

The Association, in accordance with California Civil Code 4360 is providing the attached proposed Community Rule changes **#F. Meeting Conduct** and **#H Board Deliberations**, for Solera Oak Valley Greens Homeowner Association member review and comment.

The purpose of these proposed rule changes is to amend language in the Community Rules items **#F Meeting Conduct** and **#H Board Deliberations** for the process of making agenda item motions during board meetings, and to reflect motions are not required prior to discussion of agenda items.

If you have comments related to the proposed rule, please e-mail them to our General Manager, Susan Larson, at slarson@keystonepacific.com or mail them to 1615 Fairway Drive, Beaumont, 92223 no later than Friday, August 28, 2020.

The Board will vote on the proposed rule changes at the regular open board meeting scheduled for September 16, 2020.

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 (pg. 21, Community Rules adopted 9/20/2017)

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**. ~~there should be no discussion on an item unless and until motion is made and there is a second to the motion.~~ 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 (pg. 23, Community Rules adopted 9/20/2017)

1. Directors will deliberate topics only when on an agenda, except for emergency matters. ~~, and when a motion has been made and seconded by a Director.~~
2. Generally, ~~the motion initiating~~ discussion should be made **initiated** by the Director requesting the item to be placed on the agenda.