

By-Laws Committee Purpose and Mission Statement

Purpose:

The By-Laws committee shall review the Hickory Woods By-Laws and make recommendations to the Board of Directors and the unit owners for changes to the By-Laws. The By-law changes are needed to bring them into compliance with State law, tailor them to better serve the Hickory Woods community, and make them more useable and understandable by improving the consistency of language and content.

Approach:

This committee is being chartered according to the requirements defined in the Hickory Woods By-Laws, Article IV, and the Hickory Woods HOA Board of Directors Guidelines for Appointment and Operation of Committees. The committee purpose and mission, as defined in this document, has been approved by the Board of Directors. The committee members shall be volunteers, approved by the Board of Directors. The committee shall operate using the defined guidelines and the same rules as the Board of Directors. Specifically:

- 1) All meetings shall be open to unit owners who choose to attend.
- 2) Notice must be provided of all meetings at least 10 days in advance, via email. A set schedule would be preferred.
- 3) A quorum must be present at each committee meeting.
- 4) Decisions within the committee will be by vote and must have a majority of committee members to pass. (Not a majority of those present.)

Membership:

This committee shall consist of at least 5 members and preferably 7 members. One of the members will be a Hickory Woods Director. Committee members and chairperson shall be approved by the Board based upon how well their skills are aligned with the needs of the committee.

Timeframe:

The work of this committee is expected to be completed in 2017 so that the recommended changes can be presented to the Unit Owners at the 2018 Annual meeting, which is expected to be held in January 2018. By state laws, the By-Laws must be brought into compliance with HB 353 (enacted August 2016) within two years – thus by August 2018.

Role of the Committee:

This committee's role is to make recommendations to the Board of Directors. These recommendations will take the form of revisions or additions to the By-Laws that may be presented to the unit owners for approval, in accordance with the current By-laws. The committee will not have any direct power to change the By-laws.

No changes or additions to the By-laws shall be recommended that violate current local, state or federal laws.

Mission:

The mission of the committee is to review our existing By-Laws and to compare them to the revised state laws, defined in HB 353, with the goal of identifying changes that will bring the By-Laws into compliance with the law. This task is completed when the Board accepts the recommended changes to the By-Laws and agrees the materials necessary for unit owner review and voting are ready.

Once this task is completed the committee may consider changes to the By-Laws that better tailor them to our community.

Once the two proceeding tasks are completed and recommendations have been accepted by the Board the committee may consider improvements that make the By-Laws more useable and understandable.

The committee is not being asked to define or create any changes to the By-Laws other than those that fit within these three categories. More specifically, the Board does not want changes to the By-laws that increase or extend the By-Laws beyond the areas currently covered.

Expected Products:

The Board is requesting that the results are communicated in writing to the Board. The written products will include a tracking spreadsheet, a list of recommended changes with rationale and a draft version of the final By-laws.

The committee shall provide a spreadsheet that covers each line item in HB 353 and shows whether or not our By-Laws comply. This will also list each of the articles and paragraphs affected by that line in HB 353. If changes or additions are needed to bring our By-Laws into compliance, the specific words for the change shall be provided.

Recommended changes must be provided and presented in groups so that multiple votes can be taken if necessary. The groups of changes will be: 1) changes required by state law, 2) changes to tailor the By-laws to Hickory Woods, and 3) changes to make the By-laws more useable. Changes relating to the compliance with state laws shall be separate from any other changes. Proposals for changes for each group must be defined independently so that none of the changes are dependent upon the approval of other changes. Supporting material shall be provided for all recommended changes that explains why the change is needed and what effect it will have on the community, if any.