

**Governing Documents Committee
Minutes for January 7, 2023
Zoom Application Meeting
9:00 a.m.**

1. Meeting was called to order at 9:00 a.m. by chair, John Cantley.

Present were members John Cantley (chair), Rick Throckmorton, Grace Wollemann, Connie Baldin, and Alicia Rogers, board liaison Richard Ballard, environmental control officer Joe Ladin, and guest, Cliff Pennick. Absent excused was Patrice Stimpson (vice chair).

2. Minutes for December 3, 2022 reviewed and approved by email.

3. Documents reviewed.

Action item: littering provisions in PMCPOA governing documents

Discussion: The chair presented recommended language on restrictions on and penalties for littering to be added to Articles 3, 9, 13,14,16, 17 and 18. By consensus the committee agreed to place a single common sentence in each provision. The affected provisions are to be forwarded to the board of directors for their action.

Business Policy x-xx (Environmental Control)

Discussion: The chair presented the draft of the new policy to contain the sections of the existing environmental control code that are not by definition rules. The committee discussed the following: scope and duties (of the ECC and the ECO), procedures followed by the ECO, and due process and enforcement of the EC Code falling under the authority of the ECO and the ECC.

Rule Article 21 (Environmental Control Code)

Discussion: The committee began a second review of the EC Code. Discussed were the sections on construction plans, requirements and approval, site inspections and rules, setbacks and parking, setback variances, architectural standards, color and building materials, exterior lighting, fences and retaining walls, screening of storage facilities, antennas, and the first provision under general environmental rules, holiday decorations.

4. Adjournment.

Motion by Connie Baldin, **Seconded** by Grace Wollemann, to adjourn at 11:14 a.m. **Motion** carried unanimously.

The next governing documents committee meeting will be held at **9:00 a.m. on February 4, 2023, via Zoom.**

John Cantley, Chair, Governing Documents Committee