

**Governing Documents Committee  
Minutes for March 5, 2022  
Zoom Application Meeting  
9:00 a.m.**

**1. Meeting was called to order** at 9:01 a.m. by chair, John Cantley.

Present were members John Cantley (chair), Connie Baldin, Carolyn Gilbert, Alicia Rogers, Patrice Stimpson (vice chair), Rick Throckmorton, Grace Wollemann, board liaison Richard Ballard, board chair Bill Lewis II, environmental control officer Joe Ladin.

**2. Minutes for February, 2021 reviewed and approved by email.**

**3. Documents reviewed.**

**Bylaws 10.02 and 12.03 (Formation and purpose of Assessment and Rights and Remedies of the Association)**

Discussion: The board chair and chair provided recommendations. Topics included clarification of language on assessment payment deadlines, delinquency, member not in good standing, and monetary penalties. By consensus, the committee recommended changes in the language for clarification and accuracy and forwarded the bylaws to the board for their action.

**Cottage Industry Application**

Discussion: Joe Ladin provided recommended additions to the form. By consensus the committee recommended some amendments to the language for clarification and recommended that a statement absolving the Association in certain circumstances be reviewed by Association counsel.

**Rule Article 21 (Environmental Control Code)**

Discussion: Chair, board chair, and environmental control officer provided recommendations. Topics discussed included draft language incorporating the building application packet into the code as 21.02 to make the content enforceable and Section 21.03 on right to appeal. Discussion continued to the next meeting.

**Business Policies and Procedures X-X (Environmental Control)**

Discussion: Deferred until the code is completed.

**4. Adjournment.**

**Motion** by Carolyn Gilbert, **SECONDED** by Connie Baldin to adjourn at 11:30 a.m.  
**Motion** carried unanimously.

The next governing documents committee meeting will be held at **9:00 a.m. on April 2, 2022, via Zoom.**

John Cantley  
Chair, Governing Documents Committee