

**ADOPTION AND AMENDMENT OF POLICIES**

**POLICY #1**

Pursuant to C.R.S. 38-33.3-209.5 and the Bylaws and Declaration of Covenants, Conditions and Restrictions ("Declaration") for Columbine East Subdivision, the following procedures have been adopted by the Columbine East Homeowners Association, Inc. ("Association").

**SCOPE:** The Association shall adopt a policy setting forth procedures for the adoption and amendments of policies, procedures and rules.

**NOW THEREFORE, LET IT BE RESOLVED** that the Association does hereby adopt the following policy governing the adoption and amendment of policies, procedures, and rules:

1. **Authority.** Pursuant to the Association's governing documents, the authority to create, adopt, enforce, and amend policies, procedures, rules and regulations (hereinafter collectively referred to as a "Policy") lies with the Board of Directors of the Association. The Board has the right, but not obligation, prior to adopting any new Policy, to conduct an informal meeting of the Owners and solicit their input regarding any new or existing Policy. The Board may gather information, draft policies, form committees or use any other method determined by the Board to be appropriate in the consideration of a Policy.
2. **Adoption.** When the Board, in the exercise of its discretion, determines that a Policy is appropriate, it shall adopt the Policy either at a meeting of the Board or by written consent in lieu of a meeting, or by any other method authorized by the Association's governing documents or pursuant to Colorado law.
3. **Notice.** The Board shall then publish the Policy by any reasonable means available, including but not limited to posting the Policy in the community or on its website, if any, by email, mail, newsletter, or personal delivery. The Policy, along with all other Policies of the Association shall be available for inspection and copying in accordance with the Association's policy regarding inspection and copying of Association records.
4. **Enforcement.** Any owner's failure to receive the Policy shall not be a defense to any attempt by the Association to enforce the Policy or levy fines, expenses, or attorney's fees as a result of a violation of the Policy.

The undersigned hereby certify that the foregoing resolution (Policy #1) was adopted and made a part of the minutes of the regular meeting of the Board of Directors of the Association conducted on the 10<sup>th</sup> day of December, 2015.

Columbine East Homeowners Association, Inc.

By:

President

Attest:

Secretary