

South Riding Proprietary, Inc.
Administrative Resolution No. A2003-2
Rights and Responsibilities for Better Communities

WHEREAS, Article 2, Section 2.1 (6) of the South Riding Proprietary (Association) Articles of Incorporation (Articles) defines the term "Board of Directors" or "Board" (Board) as the administrative and executive entity that serves as the governing body of the Association; and

WHEREAS, Article 4, Section 4.1 of the (Association) Bylaws provide that the business and affairs of the Association shall be managed by the Board of Directors (Board) and furthermore prescribes certain powers and duties of the Board including such things that are not inconsistent with the Association Documents, and;

WHEREAS, Article 2, Section 2.1 (23) of the Articles defines the term "Owner" and such definition provides that the term "Owner" is also used to mean a "member" of the Association; and

WHEREAS, Article 4, Section 4.1 of the Articles defines who shall be a member of the Association and furthermore provides that such membership in the Association is mandatory and automatic with ownership of a Lot; and

WHEREAS, the Board desires to communicate to the Owners that the management operations of the Association are conducted in a manner that facilitates awareness, builds consensus and promotes good will through the process of the Board and the Owners working together, thereby reducing the chances for conflict, and that each has certain rights relative to their role in the community as well as responsibilities and obligations to the other with respect to their conduct; and

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Board adopts the following Rights and Responsibilities for Better Communities as recommended by the Community Associations Institute (CAI) as the general principles and guidelines to be followed in the course of conducting Association business.

Homeowners Have the Right To:

1. A responsive and competent community association.
2. Honest, fair and respectful treatment by community leaders and managers.
3. A community where the property is maintained according to established standards.
4. Participation in governing the community association by attending meetings, with the opportunity to serve on committees and to stand for election.
5. Prudent expenditure of fees and other assessments.
6. Fair treatment regarding financial and other association obligations, including the opportunity to discuss payment plans and options with the association before foreclosure is initiated.
7. Access to appropriate association books and records, when properly requested.
8. A copy of all documents that address rules and regulations governing the community association – if not prior to purchase and settlement by a real estate agent or attorney, then upon joining the community.
9. An appeal to appropriate community leaders on those decisions affecting non-routine financial responsibilities or property rights.

Community Leaders* Have the Right To:

1. Respectful and honest treatment from residents.
2. Support and constructive input from owners and non-owner residents.
3. The expectation that residents know and comply with the rules and regulations of the community and stay informed by reading materials provided by the association.
4. The expectation that owners and non-owner residents will meet their financial obligations to the community.
5. Meetings that can be conducted in a positive and constructive atmosphere without disruption.
6. Personal privacy at home and during leisure time in the community.
7. Educational opportunities (e.g., publications, training workshops) that are directly related to their responsibilities, and as approved by the association.

Homeowners Have the Responsibility To:

1. Treat association leaders honestly and with respect.
2. Read and comply with the governing documents of the community.
3. Maintain their property according to established standards.
4. Vote in community elections and on other issues.
5. Pay association assessments and charges on time.
6. Provide current contact information to association leaders or managers to help ensure they receive information from the community.
7. Contact association leaders or managers, if necessary, to discuss financial obligations and alternative payment arrangements.
8. Request reconsideration of material decisions that personally affect them.
9. Ensure that those who reside on their property (e.g., tenants, relatives, friends) adhere to all rules and regulations.

Community Leaders* Have the Responsibility To:

1. Fulfill their fiduciary duties to the community and exercise discretion in a manner they reasonably believe to be in the best interests of the community.
2. Maintain a community where neighborly friendliness is promoted and property values are protected through established standards.
3. Balance the needs and obligations of the community as a whole with those of individual homeowners and residents.
4. Encourage input from residents on issues affecting them personally and the community as a whole.
5. Encourage events that foster neighborliness and a sense of community.
6. Welcome and educate new members of the community – owners and non-owner residents alike.
7. Establish committees or use other methods to obtain input from owners and non-owner residents.
8. Conduct open, fair and well-publicized elections.
9. Conduct business in a transparent manner when feasible and appropriate.
10. Make covenants, conditions and restrictions as understandable as possible, adding clarifying “lay” language or supplementary materials when drafting or revising the documents.
11. Provide a process residents can use to appeal decisions affecting their non-routine financial responsibilities or property rights – where permitted by law and the association’s governing documents.
12. Exercise sound business judgment and follow established management practices.

Community Leaders* Have the Responsibility To: (continued)

13. Understand the association's governing documents and become educated with respect to applicable state and local laws, and to manage the community association accordingly.
14. Collect all monies due from owners and non-owner residents.
15. Allow homeowners access to appropriate community records, when properly requested.
16. Devise appropriate and reasonable arrangements, when needed and as feasible, to facilitate the ability of individual homeowners to meet their financial obligations to the community.
17. Initiate foreclosure proceedings only as a measure of last resort.
18. Provide complete and timely disclosure of personal and financial conflicts of interest related to the actions of community leaders, e.g., officers, the board and committees.

*For purposes of this Resolution the term Community Leader shall mean a member of the Proprietary Board of Directors, a member of a Proprietary committee, and a Proprietary employee.

**SOUTH RIDING PROPRIETARY
RESOLUTIONS ACTION RECORD**

Resolution Type: Administrative

No. A2003-2

Pertaining to: Rights and Responsibilities for Better Communities

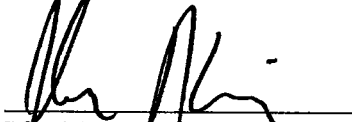
Duly adopted at a meeting of the Board of Directors held August 7, 2003

Motion by: *MR. DEI*

Seconded by: *MRS. HORNE*

	VOTE:			
	YES	NO	ABSTAIN	ABSENT
<u>Mr. Harris</u>	X			
<u>Mrs. Bacak</u>	X			
<u>Mrs. Horne</u>	X			
<u>Mr. Dei</u>	X			
<u>Mr. Ceresa</u>	X			
<u>Mr. Gilligan</u>	X			
<u>Mr. Salmon</u>	X			

ATTEST:



President

10/1/03

Date

FILE:

Book of Minutes - 2003

Book of Resolutions:

Book No.

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Administrative
Policy
Regulatory
Special
General

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Resolution effective: September 1, 2003