

**POLICY FOR ADOPTION AND AMENDMENT  
OF POLICIES, PROCEDURES, AND RULES**

This policy supersedes and replaces all prior policies regarding adoption and amendment of policies, procedures and rules.

**PURPOSE:** The following policy was adopted by the Board of Directors of The Country Club Ridge Condominium Association, Inc. ("the Association") pursuant to Colorado law at a regular meeting of the Board.

**AUTHORITY:** The Declaration of Covenants, Conditions and Restrictions of Country Club Ridge Condominiums recorded on April 8, 2004 at Reception B4063629 ("Declaration"), Articles of Incorporation, Bylaws of the Association, and Colorado law including §38-33-101 et. seq., §38-33.3-123, §38-33.3-302 and §38-33.3-209.5, C.R.S., and other applicable Colorado and Federal laws.

**EFFECTIVE DATE:** October 1, 2017

**RESOLUTION:**

THEREFORE, IT IS RESOLVED THAT the following procedures shall apply to the Association's policy, procedure and rule making authority:

1. The Board of Directors in its sole discretion shall determine if there is an issue affecting the Community for which a policy, procedure, or rule would be beneficial.

2. The Board will investigate and discuss the reasonable approaches to address the issue affecting the Community.

3. Pursuant to § 7-128-401(2)(b), C.R.S., the Board may rely on opinions, information, or statements of its experts in investigating reasonable approaches to address the issue(s) affecting the Community.

4. For purposes of this procedure, the Board will take reasonable steps to avoid adopting a policy, procedure, or rule that is contrary to Federal, State, or local law or the Association's Articles of Incorporation, Bylaws, or Declaration, as well as exercising reasonable care to balance the Association's interests with the interests of the individual Members of the Community.

5. Once the Board has investigated the issue and discussed the reasonable approaches to address the issue, the Board may, but is not obligated to, provide notice to the Members of the issue and the proposal(s) to address the issue by policy, procedure, or rule. The Board may, but is not obligated to, seek the comment of the Members prior to voting on which approach will be implemented.

6. The Board having determined an issue affects the community for which a policy, procedure, or rule would be beneficial, and discussed reasonable approaches to address the issue, may by affirmative vote of the Board adopt such policy, procedure, or rule in the discretion of the Board, by Resolution.

7. The policy, procedure, or rule shall become effective on the effective date established by the Board.

8. Each adopted policy, procedure, or rule may be made available to Members by any one or more of the following methods: publication on the Association's website, if any, with a notification to members of such posting; mailing to the Members via U.S. Mail, postage prepaid, addressed to the address on file with the Association; emailing to the email address on file with the Association; or any other method the Board determines is reasonable. A Member's failure to so receive a copy of the policy, procedure, or rule shall not be a defense to the Association's action to enforce the policy, procedure, or rule.

9. **Definitions.**

Unless otherwise defined in this Resolution, initially capitalized or terms defined in the Declaration shall have the same meaning herein.

10. **Supplement to Law.**

The provisions of this Resolution shall be in addition to and in supplement of the terms and provisions of the Declaration and the law of the State of Colorado governing the community.

11. **Deviations.**

The Board may deviate from the procedures set forth in this Resolution if its sole discretion such deviation is reasonable under the circumstances.

12. **Amendment.**

This policy will be reviewed annually and may be amended from time to time by the Board of Directors.

13. **Severability**

Invalidation of one of the foregoing provisions by court order or judgment shall have no effect on the remaining provisions which shall remain in full force and effect.

**CERTIFICATION:**

The undersigned, being the Secretary of the Board of Directors of The Country Club Ridge Condominium Association, Inc., a Colorado nonprofit corporation, certifies that this Policy was adopted by Resolution approved by the Board of Directors of the Association, at a duly called and held meeting of the Board of Directors of the Association on September 18, 2017 and in witness thereof, the undersigned has subscribed his/her name.

**THE COUNTRY CLUB RIDGE CONDOMINIUM  
ASSOCIATION, INC.,**  
a Colorado non-profit corporation

By: Mk  
Its: \_\_\_\_\_