

**Approved
As Amended
12/02/2017**

**Governing Documents Committee
Minutes for 4 November 2017
Pool Pavilion
9:00 a.m.**

1. Call Meeting to Order.

Meeting was called to order at 9:00 a.m. by Chair Lee Krimm.

Present were members Connie Baldin (vice chair), Richard Ballard, Lee Krimm (chair), Bill Lewis II, Finn Myggen, Patrice Stimpson, Grace Wollemann (secretary), board liaison John Cantley and guest EC committee chair Mary Ann Knapp.

2. Approval of minutes for 7 October 2017 meeting.

MOTION by Finn Myggen, **SECONDED** by Connie Baldin to approve the minutes of 7 October, 2017. **MOTION** carried unanimously.

3. Discussion

Meet and Greet representative

Finn Myggen agreed to represent the governing documents committee at the annual "Meet and Greet".

SOP's or policy/procedures

Discussion ensued regarding whether the patrol SOP should be a policy and procedure. Further issues discussed were snow plowing, permit procedures and citation procedures. Discussion continued as to whether a snow plow policy should just list the order for snowplowing.

ACTION: Finn Myggen to write up possible snow plow procedure.

4. Documents to be reviewed

EC Code revisions

Committee agreed by consensus to the following updates to the EC code.

SECTION 7.02 - PLANS, REQUIREMENTS AND APPROVAL

No building, mobile home, modular building, prefabricated unit, garage, shed, patio, fence or other structure shall be constructed, erected, altered, remodeled, placed, maintained or be permitted to remain on any lot in the tract or any portion thereof until two complete sets of plans and specifications, shall have been submitted to, and approved in writing by the ECC, as detailed in the building package, available in the EC office and on the Association website. The accuracy of the data provided is the sole responsibility of the property owner.