

**POLICY
OF RANCH AT ROARING FORK HOMEOWNERS ASSOCIATION, INC.
REGARDING POLICY AND PROCEDURE FOR DISTRIBUTION OF BOARD OF
DIRECTORS PACKET**

- SUBJECT:** Adoption of a policy and procedure regarding the distribution of the Board of Directors' regular meeting packet and materials to Owners in the Ranch at Roaring Fork community.
- PURPOSE:** To adopt a policy to facilitate and increase Owner communications from the Board of Directors, and to ensure Owners are kept informed of meeting activities and discussions.
- AUTHORITY:** The Declaration, Articles of Incorporation, and Bylaws of the Association and Colorado law.
- EFFECTIVE DATE:** January 1, 2024
- RESOLUTION:** The Association hereby adopts the following Policy and Procedures:
1. Distribution of Packet from Board of Directors. The Board of Directors shall, no later than twenty-four (24) hours prior to any duly noticed regular meeting of the Board of Directors, distribute the informational packet and any other related meeting materials that the Directors utilized to prepare for said meeting. Notwithstanding the preceding, the Owner's packet shall exclude, private contact information of owners, delinquent account information, design review request applications to the extent they contain building plans and architectural information and other matters that the board deems to be confidential.
 2. Electronic Delivery of Records. The Board of Directors shall have sole discretion to determine whether the meeting packet and materials shall be delivered physically or electronically.
 3. Definitions. Unless otherwise defined in this Policy, initially capitalized or terms defined in the Declaration shall have the same meaning herein.
 4. Supplement to Law. The provisions of this Policy 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.
 5. Deviations. The Board may deviate from the procedures set forth in this Policy if in its sole discretion such deviation is reasonable under the circumstances.

6. Amendment. This Policy may be amended from time to time by the Board of Directors.

PRESIDENT'S

CERTIFICATION: The undersigned, being the President of Ranch at Roaring Fork Homeowners Association, Inc., a Colorado nonprofit corporation, certifies that the foregoing Policy was approved and adopted by the Board of Directors of the Association, at a duly called and held meeting of the Board of Directors of the Association on _____ January 8, 2024 _____ and in witness thereof, the undersigned has subscribed their name.

**Ranch at Roaring Fork Homeowners Association,
Inc., a Colorado nonprofit corporation**

By: 
Its: President

1/8/24