

Sunset Trace Homeowners' Association
Covenants Committee Meeting Agenda
July 18, 2017 7:00 PM

Chair: Robert Bogenrief

Secretary: Kevin Bonura

Members: Christine Pelaez-Pena, Dana Forman, Donna Pergolini,
Jeanne Gresko, Jeff Kirsch, Joan DuFosse, Suzy Hutcheson

Objective: The committee will organize for revising the Covenants.

1. Call to order
2. Roll call – Who is at the meeting?
3. Introductions – Who are we? Why are we here?
4. Suggested Guidelines for Committee – How will we work together?
The committee members will:
 - a. show respect and consideration for one another.
 - b. follow Robert's Rules as appropriate for an informal committee.
 - c. strive for consensus as much as possible.
 - d. start meetings on time.
 - e. provide documents, at least, two days before a meeting and review the documents in preparation for the meeting.
 - f. share the responsibility for the work of revision.
 - g. welcome all homeowners for observation and provide a designated time for them to speak but will allow only members to debate and vote on actions taken by the committee.
 - h. follow additional guidelines?
5. Background – What was done previously?
The proposed revision sent to all members
 - a. both restates and replaces the original Declaration and all its Amendments.
 - b. has been done through Article 9.
 - c. removes references to the developer.
 - d. resolves the ambiguity regarding replacement of roofs.
 - e. makes other changes deemed desirable by the committee.
 - f. makes the documents more readable for the homeowners.
6. Criteria – What are the stakes?
 - a. The finished revision will be presented to the Board.
 - b. The association's lawyer will review the revision.
 - c. If the board approves unanimously, 51% of owners must approve.
 - d. If the board lacks unanimity in approval, 75% of owners must approve.
7. Determination of future approach – How will we do the revision?
 - a. Make list of changes to give to an attorney to rewrite?
 - b. Review and continue the revision already begun?
 - c. Start over?
 - d. Use another approach?
8. Work Assignments – Who will do what work?

9. Schedule – When will we meet again to do the work?

- a. Next meeting date
- b. Frequency of meetings
- c. Day of week and time
- d. Duration of meetings

10. New Business

11. Adjournment

Report from the **Covenants Committee 7/19/17**

On July 18, 2017, the Covenants Committee met to organize for revision of the Covenants. The Committee members have agreed to provide a list of recommended changes for the lawyer working on the revision, and they will begin working immediately on developing such a list. Their next meeting is Wednesday, August 2, 2017, at 7 PM in the Clubhouse.

The committee also understand that the lawyer is willing to meet with them. They, in turn, desire to work together with the lawyer and would welcome any help and support the Board may provide in facilitating such cooperation to the benefit of the Association.

Submitted by
Robert Bogenrief
Chairperson

