

FORRESTAL VILLAGE COMMUNITY SERVICES ASSOCIATION

POLICY RESOLUTION NO. 1

BOOK OF RESOLUTIONS

relating to Board resolutions and

manner of recording

WHEREAS, Article III, Section 3 of the Declaration assigns the Board of Directors "all powers for the conduct of the affairs of the Association which are enabled by law or the Founding Documents which are not specifically reserved to Members, the Developer, or the Covenants Committee by said Documents"; and

WHEREAS, Article VI, Section 8(b) of the Bylaws requires the Board to "cause to be kept a complete record of all its corporate affairs including the Book of Resolutions..."; and

WHEREAS, it is necessary to establish policy and procedures relative to the Book of Resolutions;

NOW THEREFORE, BE IT RESOLVED THAT the Book of Resolutions shall be an orderly and indexed record of the Rules and Regulations of the Association and of the more far-reaching and precedent-setting types of resolutions that are adopted by the Board, and in some cases, the Covenants Committee, specifically Policy Resolutions, Administrative Resolutions, Special Resolutions, and General Resolutions, as described below.

1. Book Format. The Book of Resolutions shall be composed of four main sections, one for Policy Resolutions, one for Administrative Resolutions, one for Special Resolutions, and one for General Resolutions, such resolutions to be arranged in each section in order of their adoption. After the last section of the Book of Resolutions shall appear an alphabetical index and an index to topics. These resolutions shall be classified as follows:

- a. "Policy Resolutions" shall mean and refer to resolutions adopted by the Board of Directors which specifically relate to the long-term governance of the Association, including, but not necessarily limited to, actions affecting Members' property rights, actions affecting Members' obligations, and protection of the equity of the Association and Members. All Policy Resolutions shall be recorded as Part One of the Book of Resolutions of the Association.
- b. "Administrative Resolutions" shall mean and refer to those resolutions adopted by the Board which deal with the internal operation and structure of the Association, including but not limited to, contracts, financial procedures, committee terms of reference, etc. All Administrative Resolutions shall be duly recorded as Part Two of the Book of Resolutions and in the Book of Minutes.
- c. "Special Resolutions" shall include those resolutions adopted by the Board of Directors or the Covenants Committee involving actions relative to questions of compliance by an Owner with the provisions of the Founding Documents or the Book of Resolutions. Special Resolutions shall be duly recorded as Part Three of the Book of Resolutions.
- d. "General Resolutions" shall mean and refer to those resolutions adopted by the Board which relate to specific expenditures, single task actions, and other such general matters of the Board which have no continuing, far-reaching, or precedent-setting implications. General Resolutions shall be recorded as Part Four of the Book of Resolutions.

2. Definitions. This Book of Resolutions shall incorporate by reference all definitions contained in the Declaration.

3. Format of Resolutions. The format of resolutions, with the exception of General Resolutions, shall conform to the format set out on the attached Exhibit A.

4. Responsibility. The secretary or legal counsel shall be responsible for maintaining the Book of Resolutions.

5. Inspection. The Book of Resolutions shall be made available for inspection by any Member or representative of one of the project's institutional lenders, upon request, during normal business hours.

6. Conflicts. Where the Book of Resolutions conflicts with the Founding Documents, those documents shall prevail, according to the following hierarchy: the Declaration, the Supplementary Declarations, the Articles of Incorporation, the Bylaws.

7. Severability. The invalidity of any portion of the Book of Resolutions shall not impair or affect in any manner the validity, enforceability, or effect of the balance of the Book of Resolutions.

8. Applicability. Wherever in this Book of Resolutions reference is made to "Members", such term shall apply to the Owner of any Unit, to his family, tenants in residence, servants, employees, agents, visitors, and to any guests, invitees or licensees of such Owner. Wherever in this Book of Resolutions reference is made to the

Association, such reference shall include the Association and the Managing Agent where such authority is delegated by the Association to the Managing Agent.

9. Compliance. All Members shall comply with the provisions of the Book of Resolutions.

10. Enforcement. The Association, Developer, any successor Developer, or any Member shall have the right to enforce, by any proceeding set forth herein, in the Founding Documents, or at law or in equity, all provisions of the Book of Resolutions as well as the Founding Documents. Failure by the Association, Developer, or any Member to enforce any of the provisions of this Book of Resolutions shall in no event be a waiver of the right to do so thereafter. A waiver of such rights shall be effective only pursuant to an instrument in writing signed by the party to be charged with such waiver and shall be limited to the particular provision contained herein which is expressly set forth as being waived.

11. Violation and Nuisance. Every act or omission whereby any provision of this Book of Resolutions is violated in whole or in part is hereby declared to be a nuisance and may be enjoined or abated, whether or not the relief sought is for negative or affirmative action, by Developer, the Association, or any Member.

All Members must observe and abide by all Rules and Regulations adopted by the Board as well as those posted by local authorities. Members who fail to abide by such Rules and Regulations may, pursuant to the provisions of Policy Resolution No. 4, have suspended their right to use the recreational facilities located on the property and are subject to all other enforcement provisions of the Governing Documents.

Each Member expressly agrees that if he, any member of his family, tenants, guests, invitees, or licensees shall violate any of these Regulations, he will hold the Association harmless for any and all damages or losses that may ensue, and expressly waives any and all rights and notices in connection therewith that he may have under the provisions of state or county laws and ordinances.

12. Violation of Law. Any violation of any state, municipal, or local law, ordinance or regulation, pertaining to the ownership, occupation, or use of any of the Properties is hereby declared to be a violation of this Book of Resolutions and is subject, at the discretion of the Board, to any or all of the enforcement procedures set forth herein.

13. Remedies Cumulative. Each remedy set forth in this Book of Resolutions shall be in addition to all other remedies whether available at law or in equity, and all such remedies, whether or not set forth in this Book of Resolutions, shall be cumulative and not exclusive.

14. Reference of Pronouns. All pronouns and any variations thereof shall be deemed to refer to the masculine, feminine, neuter, singular and plural as the identity of a person or persons or entities may require.

15. Method of Adoption. All resolutions shall contain an indication of whether they were adopted at a regular or special meeting of the Board, as well as the date of adoptions.

16. Amendment. The Association reserves the right to alter, amend, modify, repeal, or revoke any provisions set forth in this Book of Resolutions at any time by resolution of the Association or the Board of Directors.

Book of Minutes #1

ATTEST: s/ Gregory B. Montgomery

Date: 12/17/79

Yes No s/ Harold B. Sarshik
Director

Yes No s/ (Indistinguishable)
Director

Yes No s/ Frances Sarshik
Director

Adopted at the organizational meeting of the Board.

EXHIBIT A

MODEL RESOLUTION FORMAT

FORRESTAL VILLAGE COMMUNITY SERVICES ASSOCIATION, INC.

(type) Resolution No.

(Title of Resolution)

(Brief descriptive phrase)

(Authority) WHEREAS _____;

(Purpose-Scope) WHEREAS _____;

(Specification) NOW THEREFORE, BE IT RESOLVED THAT

Book of Minutes #

ATTEST:

Date:

_____ Yes	_____ No	_____
		President
_____ Yes	_____ No	_____
		Vice President
_____ Yes	_____ No	_____
		Secretary
_____ Yes	_____ No	_____
		Treasurer
_____ Yes	_____ No	_____
		Director

Adopted at a _____ meeting of the Board.