

ARTICLE IX

COMMITTEES

Committee Creation: By Resolution, the Board of Directors has created the following member committees: Finance/Long Range Planning Committee; Moorage Committee; Island House Committee; Natural Resources Committee; and Safety Committee. Specific provisions regarding the authority, duration, makeup, and operating procedures of the respective committees are set forth below. Creation of any future committee shall be by Board Resolution and amendment of the Bylaws to expressly address the authority, duration, makeup, and operating procedures of the new committee.

Authority: Member committees shall exercise no Board duties and no Board duties have been or shall be delegated to any member committee. Member committees shall act solely in an advisory capacity pursuant to Board directives. Member committees shall advise the Board as specified in the individual committee Purposes and Objectives, but shall take no actions without the express approval of the Board.

Duration: Every committee shall exist until the time that a majority vote by the Board dissolves the committee.

Makeup: The specific number of committee members for each committee is set forth below. Each member shall serve from the time he/she is appointed by the Board until the time that he/she resigns, or is terminated by a majority vote of the Board. Committee appointments and terminations shall be recorded in the Association minutes. Records of committee membership shall be kept current and shall be maintained as Association records.

Finance/Long Range Planning Committee – minimum of five (5) committee members; maximum of nine (9) committee members.

Moorage Committee – minimum of five (5) committee members; maximum of seven (7) committee members, with said minimum and maximum numbers not including two (2) designated alternate members who shall fill any moorage committee vacancy and who shall also participate as a committee member (including voting) in the absence of any committee member.

Island House Committee – minimum of three (3) committee members; maximum of five (5) committee members.

Natural Resources Committee – minimum of five (5) committee members.

Safety Committee – minimum of three (3) committee members

Committee Operating Procedures:

Equal vote: Every committee member shall have an equal vote with respect to votes taken by the member's respective committee.

Committee Chairman: The Board shall designate one committee member as committee chairman, and the chairman shall be responsible for general committee administration. The Board may consider a recommendation for committee chairman approved by the vote of the majority of the respective committee, and may accept or reject said recommendation. The committee chairman shall have an equal vote as a member of the committee.

Committee Meetings: Member committees may establish their own meeting schedules. Said schedules, including meeting place and time, shall be set forth in written form and shall be maintained as an Association record. The meeting schedule established by the committee shall be available as an Association record not less than fourteen (14) days prior to the committee meeting, and said meeting schedule shall not be changed except by majority vote by the committee. Any meeting schedule change shall be made available as an Association record not less than five (5) days prior to the next committee meeting.

Special meetings of the committee shall be called by the committee chairman as the chairman deems necessary, or by the committee chairman upon receipt of a request by the majority of the members of the committee. Special committee meetings require notice to all committee members and notice posted at the Association's registered office five (5) days prior to the meeting. Notice shall be in writing or other form expressly agreed to by the recipient committee member, and shall state the date, time, place and purpose of the special meeting.

Committee Meeting Participation: All committee members present in person or by conference telephone or similar communication method shall be eligible to cast a vote on any issue presented. Such presence of a simple majority of committee members shall constitute a committee quorum for voting purposes. Of the quorum present at the meeting, a simple majority vote of members present shall constitute the committee decision. Committee meetings shall be open for observation by all Association members. If the committee chair, in his/her sole discretion, opts to open a committee meeting to participation by non-committee members (for example, public comment), opportunity for participation shall be afforded on an equal basis to all HPMA members opting to participate.

Unless otherwise specified herein, member committees shall follow the operating procedures applicable to meetings of Directors set by Bylaws Art. V.

Committee-Specific Purposes and Objectives:

Finance/Long Range Planning Committee – The primary purpose of the Finance Committee shall be to advise the Board regarding development and monitoring of all

financial practices and plans for HPMA, including but not limited to advising the Board regarding operating budgets and capital budgets. In fulfilling these responsibilities, the Committee shall:

In fulfilling these responsibilities, the Committee shall, among other things:

1. Receive and review input from all property owners, committees, Board members and staff who choose to submit input regarding projected needs of the Association.
2. Recommend to the Board of Directors major priorities after applying a priority setting process that includes the use of preliminary cost estimates.
3. Work with HPMA staff and the Treasurer, to develop draft operating and capital budgets with funding recommendations to present for Board action and Lot owners' approval where appropriate.
4. Prepare/update draft long-range plans for the preservation, major maintenance needs (not day-to-day maintenance), and enhancement of capital assets at Hartstene Pointe and present the draft plans to the Board for consideration.
5. Participate in periodic reviews of financially related plans and submit recommendations to the Board of Directors for consideration and action.
6. Review the Treasurer's reports and provide comments to the Board of Directors as deemed appropriate.
7. Make recommendations to the Board of Directors regarding appropriateness of financial review versus full audit on an annual or special needs basis.
8. Perform other advisory tasks per Board directive, including draft document preparation for Board review and preparation of comments and/or recommendation on issues as assigned.

Moorage Committee – The primary purpose of the Moorage Committee shall be to perform duties as assigned by the Board, including but not limited to:

1. Evaluating the HPMA Marina facilities.
2. Developing an annual budget for Board consideration and action.
3. Developing recommendations for repairs and upgrades for Board consideration and action.
4. Developing operating policies and procedures for Board consideration and action.

5. Preparing reports and recommendations to the Board for consideration and action.
6. Receiving information submitted by the membership and others regarding Marina issues, and forwarding the same for review by the Board along with recommendations for Board consideration and action.

Island House Committee – The primary purpose of the Island House Committee shall be to perform duties as assigned by the Board, including but not limited to:

1. Developing draft recommendations regarding Island House assessments for Board consideration and action;
2. Developing draft recommendations regarding Island House maintenance policies and procedures for Board consideration and action;
3. Receiving information submitted by the membership and others regarding Island House Issues, and forwarding the same for review by the Board along with recommendations for Board consideration and action;
4. Developing draft reports of recommended maintenance needs, budget requirements, and other relevant issues for review and action by the Board;
5. Acting to ensure that the Board remains informed of relevant Island House issues.

Natural Resources Committee – The primary purpose of the Natural Resources Committee shall be to perform duties as assigned by the Board, including but not limited to:

1. Making recommendations for consideration and action by the Board regarding maintenance and stewardship of the natural resources of Hartstene Pointe, including but not limited to forest management, fire prevention, wildlife habitat conservation, erosion issues, and storm water management & aquifer replenishment;
2. Educating, communicating with, and engaging the Board of Directors and the community on natural resource issues;
3. Researching and developing draft reports regarding natural resource issues;
4. Researching and developing draft documents regarding long-term planning and plan and policy development;

5. Receiving information submitted by the membership and others regarding natural resource issues, and forwarding the same for review by the Board along with recommendations for Board consideration and action;

Safety Committee – The primary purpose of the Safety Committee shall be to perform duties as assigned by the Board, including but not limited to:

1. Reviewing and evaluating, on an ongoing basis, the Hartstene Pointe security and safety program, including the Patrol Officer Manual and other relevant documents;
2. Providing safety and security-related reports and recommendations to the Board for Board consideration;
3. Receiving information submitted by the membership and other third parties regarding safety and security-related issues, and forwarding the same for review by the Board along with recommendations for Board consideration and action;
4. Developing draft policies and procedures as appropriate for Board review and action;
5. Coordinating with the Pointe Manager and Patrol Officer pursuant to specific directives by the Board.