

River Chase Property Owner Association Guidelines

Auxiliary Organizations

Rev. 1.0

2011.04.26

In accordance with the “Bylaws of NBRC Property Owners Association”, section 8.1, “Guidelines” documents shall serve to clarify any questions regarding policies and procedures. They are “living” documents and are for reference as a recommendation only, which shall not be binding in any way.

Revision History

Resulting Revision	Changes	Approved By	Date
1.0	Release	Board of Directors	2011.04.25
0.2	Added information regarding the recommended frequency of amenity usage for approved organizations and committees	Nathan Booth	2010.06.24
0.1	Initial Draft. For review by the Board of Directors.	Nathan Booth	2010.06.17

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Article I. Goal

Section 1.01 In accordance with the “Bylaws of NBRC Property Owners Association”, sections 8.1 and 10, this document shall serve to clearly specify the process for determining valid clubs, committees, and other social organizations (also referred to in this document as “organizations” or “groups”) by the Board of Directors (also referred to in this document as “BOD” or “the BOD”). Additionally, the definition for forming official committees (also referred to in this document as “RCPOA committees”) to serve the community is contained herein.

Article II. Recognized, Approved Social Organizations

Section 2.01 Definition and Examples

- (a) Social organizations may be recognized for special benefits by the BOD, for the purpose of enhancing neighbor relations within the community, as allowed by the Doctrines and Covenants.
- (b) Examples of such organizations include those that promote social interaction in the community and meet on at a regular frequency (minimum once per quarter). Additional consideration would be made for kick-off meetings.

Section 2.02 Qualifications

- (a) All organizations within the community, who wish to be officially recognized by the BOD and gain the privileges that come with said approval, must meet the following qualifications:
 - (i) Open to all residents for free participation on an informal basis
 - (ii) Non-commercial
 - 1) The group may not be a “for profit” organization.
 - 2) The groups may compensate for expenses using monies collected internally.
 - (iii) Non-political
 - 1) The group should not exist for the promotion or benefit of any single political organization or party.
 - (iv) Non-religious
 - 1) The group may not be an extension of any single, recognized religious entity or denomination, meeting for the exclusive benefit or promotion of such an organization.
 - (v) Comprised of River Chase property owners in good standing (also referred to in this document as “owners”)
 - 1) The group membership shall consist primarily of owners in good standing with the community and its’ regulations
 - a) *Owners delinquent in any dues or fees, and people who do not own property in River Chase shall be considered as “external” to the community for the purpose of assessing the validity of any groups membership status.*
 - 2) All leadership or board positions in the group shall be filled and executed by owners
 - 3) A simple majority of the membership must be owners (more than 50%)

Section 2.03 Recognition Process

(a) All organizations desiring to be recognized by the BOD should present their group details for consideration

- (i) Organization title
- (ii) Purpose
- (iii) Current membership list (for the purpose of qualification validation)
 - 1) Address or River Chase lot number

(b) Upon review by the BOD, a motion will be made to recognize the organization application, or reject it

- (i) All rejections will be documented in writing with specific, objective reasons for denial

Section 2.04 Responsibilities

(a) BOD

- (i) Review all new group applications in a timely manner
- (ii) Periodically review existing groups to verify their qualification status

(b) Organization

- (i) Notify the BOD of any event that may result in a potential change in qualification status
 - 1) Decision to change focus of organization
 - 2) Changes in membership
 - 3) Etc...

Section 2.05 Privileges

(a) Approved organizations may execute any of the following privileges, subject to BOD decisions:

- (i) Free use of amenities
 - 1) Frequency
 - a) The free use of amenities that are typically available on a pay-per-use basis should be limited to the recommended frequency of once per month, per organization – and is subject to BOD decisions.*
 - 2) For additional details governing each amenity, please refer to the appropriate documentation

Article III. RCPOA Committees

Section 3.01 Definition and Examples

- (a) Official committees are defined and approved by the BOD for the purpose of addressing specific business associated with any needs of the River Chase community.
- (b) Examples of committees that may be deemed necessary or beneficial include focus on events, communications, amenities, and other special projects.

Section 3.02 Creation Process

- (a) The BOD shall define and retain control of all aspects related to RCPOA committees.
 - (i) Name the committee
 - (ii) Document a clear purpose or goal
 - (iii) Define the membership process
 - 1) Membership can be required as open to all property owners or set at a certain number with specific application guidelines
 - (iv) Identify a BOD member liaison for the committee
 - (v) Review guidelines documentation containing committee organizational and operating details

Section 3.03 Privileges

- (a) Formed committees may execute any of the following privileges, subject to BOD decisions:
 - (i) *Free use of amenities*
 - 1) Frequency
 - a) *The free use of amenities that are typically available on a pay-per-use basis should be limited to the recommended frequency of once per month, per organization – and is subject to BOD decisions.*
 - 2) For additional details governing each amenity, please refer to the appropriate documentation