

MULTI-YEAR ADMINISTRATIVE POLICY RESOLUTIONS REVIEW SCHEDULE

June 28, 2024

PURPOSE

Staff will provide the Board of Directors with a briefing draft multi-year policy review schedule



ADMINISTRATIVE POLICY RESOLUTIONS REVIEW

Strategic Plan Initiative 3, Goal 3.3: Adhere to good governance and management principles and practice

As part of achieving two of the seven objectives under Goal 3.3, staff began reviewing all active policy resolutions adopted by the Board to develop a review and update schedule

The Association has administrative policy resolutions spanning the late 1980s through those adopted by the Board this year

The last time management and the board proceeded through a comprehensive policy resolution review and update was between the years of 2009 and 2017



MULTI-YEAR INITIATIVE

PROJECT SCOPE

- Multi-year review by staff, the Board, and where appropriate, committees
- Review all policy resolutions
- Determination during the review process
 - No updates needed
 - Updates needed
 - Eliminate
 - Consolidate with other policy resolutions
 - Minor and technical updates
 - Major updates



MULTI-YEAR INITIATIVE cont.

PROPOSED COMMITTEE(S) INVOLVEMENT

- All Committees – All committees will participate with the review of the 2021-5 Committee Policy
- Finance Committee – As part of their charter and annual task list, they will participate in the review and any proposed changes to the financial policy resolutions including but not limited to the Capital Fund Policies
- Architectural Standards and Covenants Committees – As part of their charter and annual task list, the committees will participate in the review of proposed updates before the Board reviews and approval. For example, the 1997-5 Policy Resolution is a carryover task from prior years.

BOARD INVOLVEMENT

- The Board may have board liaisons for certain staff working groups, like the Capital Funds Policies Update project
- Staff will present policies for review along with any proposed change to seek Board direction
- Board review/adoption for any proposed updates to policy resolutions



2024 POLICY RESOLUTION REVIEW SCHEDULE

AMENITY ACCESS POLICY (AN ASSOCIATION RULE)

- 2024 Annual Strategic Objective

CAPITAL FUND POLICIES

- 2017-3 Development Fund Policy; 2019-1 Replacement Reserve Fund Policy; 2017-4 New Equipment Fund Policy
- Possible development on new policy resolution for a Facility Renewal Fund (no Board decision has been made yet)
- 2024 Annual Strategic Objective

OTHER POLICIES

- 2014-5 Club Potluck Events and The Lodge Banquet Discount
- 2015-3 Record Retention and Destruction
- 2010-3 Board Meeting Minutes Guidelines
- 2021-4 Board of Directors Code of Conduct
- 1997-5 Procedures for Member Appeals from Covenants and Architectural Standards Committee Decisions

*See separate board meeting attachment for draft multi-year review schedule. The review schedule may change depending on prioritization, other initiatives, etc.

THANK YOU