GOVERNING DOCUMENTS AMENDMENT & RESTATEMENT PROJECT WORKING GROUP CHARTER PARK EAST SQUARE HOMEOWNERS ASSOCIATION

WHEREAS, the Board of Directors is authorized and has identified a need for a temporary working group to assist with Governing Documents Amendment and Restatement project (project);

NOW THEREFORE LET IT BE RESOLVED, that the Board of Directors of the Association establishes, by this resolution, a temporary working group for the duration of the project.

DUTIES AND FUNCTIONS OF THE WORKING GROUP

- 1. Serve as an advisory group to the Board of Directors for assigned functions during the project. All decisions rest with the Board of Directors.
- 2. When requested by the Board of Directors, attend a meeting with legal counsel to provide feedback on counsel's questions and options.
- 3. Review and recommend revisions to drafts of the Declaration, Articles of Incorporation, and Bylaws. This includes providing advice to the Board of Directors on issues or questions identified during the review.
- 4. Attend the informational member meeting, possibly two meetings, to assist in presenting and explaining proposed changes to the governing documents.
- 5. Assist the Board of Directors as requested in collecting sufficient votes during the approval stage of the project by contacting owners.
- 6. Any Association member in good standing who wishes to serve and make a constructive contribution, may respond to the invitation from the Board of Directors.
- 7. The Board of Directors, at its sole discretion, may select up to five (5) volunteers.
- 8. The Board of Director's Project Lead shall chair the working group. In the absence of the Project Lead, another Director may serve as chair if needed.
- 9. The working group shall disband at the after completion of the approval process for the project.

HEREBY, accepted by the Board of Directors of Park East Square Homeowners Association on this 17th day of February, 2024.

President, Park East Square Homeowners Association