

# **Tannerie Wood Homeowners Association Transparency Policy**

## **Mission Statement:**

**In order to provide all association members with information about important decisions that the Board is finalizing, and to give all homeowners an opportunity to give input to those decisions, the Board should implement a Transparency Policy that is consistently implemented and well documented.**

**This policy should make homeowner's comfortable that they understand important changes and have input to those changes.**

**It should also reduce or eliminate member negativity or discontent when changes are implemented. The various documentation points will provide lots of clarity on what and when important decisions are being made – and allow homeowners to share responsibility for those decisions.**

**Hopefully, more positive Annual Meetings will result !**

## **Scope:**

- **All modifications to Regulations**
- **All proposals to modify By-laws**
- **All proposals to modify Covenants**
- **Major Board decisions – ‘major’ to be determined by majority vote of Board members**

## **Process:**

- **Proposed modification / decision is approved by majority vote of Board Members**
- **Modification / decision is documented in monthly Board Meeting minutes**
- **Date for community review is determined and documented in minutes (standard timing is next board meeting)**
- **Proposed modification / decision and date/time of community review is distributed to all homeowners using distribution method used for monthly meeting minutes (email vs paper mail) – separate from Monthly meeting minutes and appropriately titled.**
  - **Homeowners are invited to attend review meeting**
  - **Homeowners may submit feedback via email or paper mail.**
    - **These submissions will be reviewed at the meeting with all in attendance – no response will be made to individual submissions.**
- **Final decision will be effective upon completion of Community review meeting.**
- **Outcome of Community review meeting will be reported out in the next months meeting minutes.**

- **Proposal notification and final decision, including number of homeowner's participating and number of written inputs will be posted to website, under new category: Community Reviews**

**Exclusions:**

- **This process does not apply to discussions / decisions regarding individual homeowner issues. Homeowner privacy overrules transparency.**
- **Board has fiduciary responsibility for Association finances; therefore financial decisions (annual dues, assessments, etc) are not eligible for community review.**