



SWEETWATER FARMS HOMEOWNERS ASSOCIATION, INC.

P.O. BOX 734, GREENFIELD, IN 46140

Resolution 15-02

RESOLUTION TO FORM A COMMITTEE OF SWEETWATER FARMS HOMEOWNERS ASSOCIATION, INC. MAINTENANCE COMMITTEE

WHEREAS, the undersigned are the Directors of **Sweetwater Farms Homeowners Association, Inc.**, an Indiana Non-Profit Corporation; and

WHEREAS, the undersigned wish to take the action as hereinafter set forth pursuant to the Indiana Non-Profit Corporation Act of 1991; and

WHEREAS, Article V, Section 1 of the Sweetwater Farms Homeowners Association, Inc.'s Bylaws provides that "the affairs of the Association shall be governed by a Board of Directors."; and

WHEREAS, Article V, Section 5.J. of the bylaws provides that the Board of Directors shall "cause all of the Common Areas and all easements hereunder, but not limited to Lake Easements, Landscape Easements, Drainage Easements, and Utility Easements to be maintained to the extent to the Association's responsibilities therefor as provided in the Declaration."; and

WHEREAS, Article VII of the bylaws states "The Board of Directors or the President may appoint various other committees to carry out the purposes of the Association."; and

WHEREAS, the Board of Directors deems it necessary and desirable and in the interest of the individual lot owners and the Association to establish a Maintenance Committee to advise and assist the Board in the management of the Association's common areas and in protecting the property values within the community.

NOW, THEREFORE, The Board of Directors resolves that the Maintenance Committee be established, having the following authority and guidelines:

Authority:

The Committee shall have the authority to request proposals and information directly relating to the maintenance and upkeep of the common areas from contractors and vendors without Board prior approval.

The Committee shall have the authority to enter into agreements with contractors and vendors for the purpose of the repair, upkeep and maintenance of the common areas without Board prior approval only when the cost of each agreement does not exceed \$300. In the event the cost of such repair, maintenance or upkeep exceeds \$300, the Maintenance Committee must request Board approval prior to entering into said agreement.

Membership:

Committee Chairs and members serve in a volunteer capacity and receive no compensation. The maintenance committee is to be made up of existing Officers on the Sweetwater Farms Homeowner’s Association, Inc.’s Board of Directors.

Number of Members:

The Maintenance Committee shall consist of a maximum of two (2) members.

Terms:

The Maintenance Committee shall comply with the following terms:

- Committee members shall serve a 1 year term, coinciding with their 1 year election term.
- The Committee chair shall be a member of the Committee, shall be appointed annually by the Board. The Committee shall designate a Vice-Chair who shall be appointed by the Board. Meetings without the presence of the Chair are not anticipated, however, should such an occasion occur, the Vice-Chair shall lead the meeting.
- Committee members can be removed at any time by a majority vote of the Board.
- The Committee may be disbanded at any time by a majority vote of the Board.

General Committee Guidelines:

The guidelines of the committee shall proceed as follows:

- Committee shall discuss any scope of work to be done and acquire an estimate for cost of goods and services HENCEFORTH named “work” before any such task is done.
- Committee shall have a unanimous approval for any work to be done prior to accepting any quote.
- Committee shall not accept any work to be done that exceeds the budget threshold of \$300 dollars per agreement without written approval of the governing board.
- If work to be done is at or under the \$300 quote, the Committee shall proceed to hire the appropriate contractor or vendor and oversee the work to be done.
- The Committee shall keep a record of all decisions and purchases made and all contracts entered into on behalf of the Board, and shall present such records at regularly scheduled Board Meetings.

BE IT RESOLVED this resolution is approved and adopted by the Board of Directors and will be filed in the Sweetwater Farms HOA Corporate Records Files located at the official office of the Sweetwater Farms HOA.

BE IT FURTHER RESOLVED , that the officers, agents, and Directors of the Corporation are hereby authorized to execute any and all documents and to carry out the appropriate actions, which they may determine to be reasonably necessary, to effectuate such resolution.

This resolution shall be effective upon its passage.

IN WITNESS WHEREOF, the undersigned have hereunto executed this document on the dates so indicated below,

Dave Ashbaugh, President

Kyle Turpin, Secretary

Brooke VanVelse, Vice-President

Dale Beechboard, Treasurer

Ryan Myers, Second Vice-President