

# **AGENDA**

By-Laws & Resolutions Advisory Meeting  
Tuesday, October 3, 2016, 8:30 AM  
Small conference room in Administration Building

Call to Order

Approval of Agenda

Announcements:

- Introduction of our new committee members:
- Resignations of Doug Slingerland:
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Approval of Minutes of last regular meeting if available

Public Comments

## **OLD BUSINESS**

- Governance Document worksheet
- M-06
- M-02
- Rebuilding of the committee membership

## **NEW BUSINESS**

- M-01
- C-11 Golf Advisory Committee
- Discussion of future meeting time
- Committee member's goals for the committee in 2016-2017
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Adjourn

By-Laws and Resolutions Committee  
Meeting Minutes 7/11/2016

Attendees: Doug Parks, Doug Slingerland, Marty Clarke, Dave Stevens

Meeting called to order at 8:30 AM.

Minutes from the June 2016 meeting were approved with a change to reflect that a motion was made regarding resolution M-06; minutes were approved as amended.

Doug Parks noted that he had sent a request and was awaiting response from the board regarding the involvement of general counsel in providing guidance and opinion on questions the committee had on terms in several resolutions and by-laws.

The committee discussed the language inconsistencies in section 5G of the Declaration of Restrictions and section 200.6 of the OPA Guidelines. It was agreed that the information be referred to the ARC for their review and comment before the committee moves forward with a recommended change.

Discussion continued on various aspects of resolution M-02 including sections 5, 8.c, 9, 11 and 13, along with the inconsistency between section 5-14 of the By-Laws and several sections of the resolution.

The committee members agreed that additional details and research was needed before some of the proposed changes were presented to the board for consideration. This approach is also consistent with the notion that the committee will summarize all recommended changes into a single presentation to the board rather than address each one individually. Doug Parks contacted the chairman of the Marine Activities committee regarding considerations for removing Beach Club and Marina slips from section 5.c and the applicability of the fee-based requirement for boat ramps as listed in section 5.b. The chairman responded that their committee had not met in almost a year and was not able to review or discuss the issues presented.

The committee reviewed the spreadsheet that lists all resolutions and other governance documents with the date they were last updated and agreed that the periodic review of these documents is an important responsibility of the committee. Doug Parks will update the review dates on the spreadsheet and present it to the committee for review and discussion going forward.

Under the New Business agenda concerning charter membership, the committee discussed a question posed by an OPA member if that membership was in conflict with an associate membership. Marty Clarke noted that the term "charter member" was established when Ocean Pines was first built. Doug Slingerland and Dave Stevens also provided some historical information on the subject. After a review of the current definition of an "associate" membership, the committee agreed that this type of membership to a non-OPA member was not in violation of the Charter, nor was it in conflict with the original "charter" member term. It was suggested that the language use the term "non-resident" member to differentiate from "associate" member as stated in the Charter. Doug Parks agreed to present some language with this suggestion for further review and discussion by the committee.

The meeting was adjourned at 9:35 AM

Respectfully submitted  
Doug Parks  
Chairman, By-Laws and Resolutions Committee

Governance Document	Effective		Scheduled
	Date	Last Review Date	Review Date
By-Laws	8/9/2008	8/9/2008	TBD
Articles of Amendment and Restatement	9/12/2013	9/12/2013	TBD
Declaration of Restrictions ( <i>refer to Circuit Court for details</i> )			
<b>Board Resolutions</b>			
B-01 Book of Resolutions	9/16/2008	12/7/2009	Sept. 2016
B-02 Rules of Order for Board Meetings	11/19/2008	12/5/2008	Nov. 2016
B-03 Meetings of Association Members	11/19/2008	12/5/2008	Nov. 2016
B-04 Agenda Development for Board Meetings	11/19/2008	12/5/2008	Nov. 2016
B-05 Conflicts of Interest	11/19/2008	12/5/2008	Nov. 2016
B-06 Indemnification Policy	11/19/2008	12/5/2008	Sept. 2016
B-07 Petitions	11/19/2008	12/5/2008	Sept. 2016
<b>Committee Resolutions</b>			
C-01 Committee General	5/20/2009	5/28/2009	TBD
C-02 Architectural Review Committee	12/17/2008	3/9/2009	TBD
C-03 Budget and Finance Advisory Committee	11/19/2008	12/5/2008	TBD
C-04 By-Laws and Resolutions Advisory Committee	12/17/2008	3/9/2009	TBD
C-05 Clubs (Food & Beverage) Advisory Committee	12/17/2008	3/9/2009	TBD
C-06 Communications Advisory Committee	12/17/2008	3/9/2009	TBD
C-07 Comprehensive Plan Advisory Committee	4/24/2013	4/27/2013	TBD
C-08 Elections Committee	1/19/2011	1/19/2011	Oct. 2016
C-09 Executive Council Committee	5/20/2009	5/28/2009	TBD
C-10 Environment and Natural Assets Advisory Committee	5/20/2009	5/28/2009	TBD
C-11 Golf Advisory Committee	3/10/2010	3/10/2010	TBD
C-12 Marine Activities Advisory Committee	5/20/2009	5/28/2009	TBD
C-13 Recreation and Parks Advisory Committee	6/17/2009	6/29/2009	TBD
C-14 Racquet Sports Advisory Committee	9/27/2014	10/13/2014	TBD
C-15 Aquatics Advisory Committee	6/17/2009	6/29/2009	TBD
<b>Financial and Budgetary Resolutions</b>			
F-01 Investment Guidelines	3/24/2016	3/24/2016	TBD
F-02 Annual Budget Development	11/19/2008	12/5/2008	TBD
F-03 Financial Reserve Accounts	12/17/2008	3/9/2009	TBD
F-04 Delinquent Assessments	6/17/2009	6/29/2009	TBD
F-05 Abatement of Annual Charges	5/28/2015	5/28/2015	TBD
<b>General and Administrative Resolutions</b>			
M-01 Compliance Procedures	12/16/2009	12/22/2009	Oct. 2016
M-02 Amenity Policies	4/30/2015	4/30/2015	TBD
M-03 Recreation Facility Rules	3/10/2010	9/1/2011	TBD
M-04 Maintenance of Lots	2/17/2010	2/25/2010	Nov. 2016
M-05 Animal Control	2/17/2010	6/16/2010	Nov. 2016
M-06 Elections and Referendums	4/24/2013	4/27/2013	Oct. 2016
M-07 Bulkhead and Waterway Maintenance	6/16/2010	6/16/2010	TBD
M-08 Association Manuals	7/20/2011	7/21/2011	TBD
M-09 Search Committee	3/19/2014	3/20/2014	Oct. 2016