

**DOCKSIDE CONDOMINIUM
OWNERS ASSOCIATION**

**RULES COMMITTEE CHARTER
As of 20 Aug 09**

WHEREAS, Article III (A), Section 1 of the Dockside Condominium Owners Association Bylaws provides that “the affairs of the Association shall be managed by a Board of Directors;”

WHEREAS, Article III of the Bylaws provides that the Board of Directors shall have all of the powers and duties necessary for the administration of the Association’s affairs.

WHEREAS, Article IV Section One of the Bylaws states that the Board may appoint “committees as deemed appropriate in carrying out its purposes”. Each committee shall be composed and shall operate in accordance with the terms of the resolution of the Board of Directors designating the committee, that unless otherwise provided in the resolution, the members of a committee shall be appointed or approved by the Board and shall serve at the pleasure of the Board, and that any committee member may be removed by a majority of the members of the Board, with or without cause, at any time, and with or without a successor being named;

WHEREAS, the Board of Directors deems it necessary and desirable and in the interest of the individual unit owners and the Association to establish a committee to advise and assist the Board in the development and implementation of Rules and Regulations for use by the Association;

NOW, THEREFORE, THE BOARD OF DIRECTORS RESOLVES THAT a Rules Committee be established, having the following terms of reference:

I. RESPONSIBILITY.

The Committee, and its members,

- *Shall* review the Dockside Rules to
 - ensure the fairness and uniformity of the Rules
 - determine if there is a need of revision or updating.
 - determine relevance to current conditions within Dockside.
 - resolve any conflicts within sections of the Rules.
 - include perceived omissions.
- *Shall* coordinate enforcement with the Managing Agent when appropriate.
- *May* write articles for the association newsletter.
- *Shall* provide recommendations directly to the Board of Directors.
- Committee *shall not* engage in active identification of covenant violations.

- Committee *shall not* issue violations.
- Committee shall *not* impose any punitive measures on covenant violators.
- The chairperson shall provide reports of its activities to the Board of Directors monthly or as otherwise requested by the Board of Directors

II. MANNER OF ORGANIZATION.

A. Membership:

1. The Rules Committee shall consist of at least three (3) members approved and appointed by the Board of Directors. The Committee Chair should recruit and nominate prospective members for appointment by the Board. For the purpose of conducting its business, a simple majority of members shall constitute a quorum.
2. The Committee shall use "Robert's Rules of Order" as the governing rules and guidelines for its meetings. This shall include voting procedures within the committee if and when such votes are necessary in the normal course of the execution of the committee's duties.
3. Committee members shall be Unit Owners, or spouses of Unit Owners. Mortgagees or designees of the Declarant; however, they may not be members or spouses of current members of the Association's Board of Directors. A current DCOA Board member will be an ex-officio, non-voting member and will act as the Board's advisor to the Committee.
4. Members of the Board of Directors shall be informed of scheduled committee meetings and may attend and participate in the meetings of the Committee but may not vote on any motion before the Committee.

B. Terms:

1. The Rules Committee shall be a standing committee. Its members shall normally serve a term of one (1) year which will begin when appointed and may be appointed to consecutive terms without term limits.
2. The Committee Chair shall be a member of the Committee, shall be appointed/approved annually by the Board of Directors and shall serve no more than two (2) consecutive years in that position. The committee shall designate a Vice Chair and although meetings without the presence of the Chair are not anticipated if such an occasion occurs the Vice Chair shall lead the meeting.
3. The Board may remove a member of the committee, with or without cause. Vacancies may be filled by appointment or approval of the Board.

III. MANNER OF OPERATION.

A. Function of the Chair:

1. Coordinate all committee activities and preside at all committee meetings.
2. Prepare required reports to the Board.

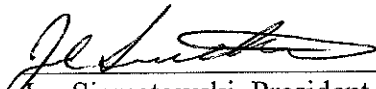
3. Represent the committee to the Board.
4. Prepare recommendations and submit to the Board and Management Agent as requested.
5. Assist the board in preparing its annual Rules Change Report for presentation at the Annual meeting.

B. Meetings:

1. The committee will meet as often as deemed necessary by the Chair and at least quarterly with notice to all members and the Board of Directors.
2. The committee will determine its own meeting agenda.
3. Except as provided in the Code of Virginia for convening in executive session, all meetings shall be open to all members of the Association. Notice of each meeting shall be provided to the Management Agent in time for publication to the membership. At least one copy of the agenda and any supporting material shall be made available for inspection by the membership at each meeting of the committee.

C. Reporting:

1. The Committee will provide reports, as requested, summarizing its activity to the Board of Directors.
2. The Committee Chair will designate a recorder from among the committee members. The recorder or interim recorder shall prepare and submit through the Chair minutes of all Committee meetings. The Recorder shall be responsible for maintaining committee records, minutes of meetings, and assisting the Chair in preparing annual reports to the Board of Directors as needed. Copies of all meeting minutes will be provided to the Management Agent and Board of Directors as requested.



Joe Siematowski, President DCOA

20 AUG 09

Date Accepted