



**HOMEOWNERS
ASSOCIATION**

RULES & REGULATIONS

The social success of a community depends in large part on the rules, regulations, and restrictions that govern how residents are expected to conduct themselves. Typically, the declaration subjects all home owners to general covenants, while the bylaws, house rules, and regulations provide specific guides for day to day living. Without these restrictions, and a means to enforce them, the community living experience could become unsuitable for the majority. Your Board of Directors has adopted the following rules and regulations to enhance the enjoyment and tranquility for all persons living in Tanyard Springs Community hereinafter referred to as “Association Rules and Regulations”.

These Rules and Regulations do not supersede or change the Bylaws or CC&Rs in any manner. They do have the same status of law and enforceability.

Wherever the words “Owner(s)” or “Homeowner(s)” appear, this will include any and all tenants and/or occupants. All rules and regulations herein will apply to all tenants and/or occupants.

Wherever the words, not limited to, “Street(s)”, “Road(s)”, “Lot(s)”, “Parking”, and/or “Common(s)” appear shall apply to the private property of Tanyard Springs Homeowners Association, Inc., unless otherwise stipulated in this document.

Each owner shall be responsible for providing tenants with a current copy of the Association Rules and Regulations. Owners are responsible to ensure that their family members, employees, visitors, guests, tenants and agents observe and comply with all Rules and Regulations of the Association.

The monthly maintenance assessments by the Homeowners Association on common property will depend, in large measure, on the care and consideration exercised by each and every owner and their guests. If the maintenance costs are high and the current budget is not sufficient to meet these costs, each owner's assessment can be increased accordingly.

MAKE INQUIRIES OR REPORT VIOLATIONS TO: Onsite management at www.tanyardspringscommunity.com under “Contact us” or under “Forms and documents, Resident Recommendation / Comment form”. All correspondence can be mailed to:

Tanyard Springs Property Management
6920 Heritage Crossing
Glen Burnie, MD 21060

NOTE: RECEIPT OF THIS DOCUMENT SHALL CONSTITUTE FORMAL NOTICE.



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I. ENFORCEMENT OF RULES AND REGULATIONS

In order to enforce the Tanyard Springs Community Bylaws, Articles of Incorporation and Rules and Regulations, the Board of Directors may levy, assess, and collect reasonable fines and costs. The fines will be assessed against the Homeowner for violations by the Homeowner, members of his or her family, invitees, licensee, tenants or lessees of such Owners.

Enforcement Definitions (underlined):

Cure Period: Time allotted for a Homeowner to abate a cited violation before additional action may be taken by the Association.

Offense: An infraction or failure to follow a rule.

Violation: Category of similar offenses as grouped/defined by Section II RULES AND REGULATIONS of this document (e.g. "Parking, Motor Vehicles, and Motor Vehicle Operation", "Lawns and Lot Maintenance", "Animals/Pets", "Trash and Recycling", "Common Areas", "Holiday and Celebration Decorations", "General Rules").

THE STANDARD FINES TO BE LEVIED IN THE CASE OF EACH VIOLATION TYPE ARE AS FOLLOWS:

SCHEDULE OF NOTICES AND FINES

A. First Violation: Formal Letter with No Fine offering the opportunity for a hearing

B. Second Violation: Formal Letter with a \$50.00 Fine

C. Third Violation: Formal Letter with a \$75.00 Fine

D. 4th & Reoccurring Violations: Formal Letter with a \$100.00 Fine & Hearing called by the Board of Directors to determine additional enforcement and suspension of recreational facility access

1. The list above is not intended to be all-inclusive and additions may be made as required.
2. The Association will endeavor to mail written notice to any Homeowner in violation.
3. All offenses will be subject to a ten (10) day cure period commencing upon the sending of the formal letter. Failure to cure within the specified time period will result in a subsequent offense.
4. All fines shall be paid within fifteen (15) days from the sending of notification.
5. Failure to pay any fine in the time set forth herein may result in the filing of appropriate legal action. In addition, voting rights and the right to use the recreational facilities may be suspended as determined by the Board of Directors. Any resident or guest violating the Association's Rules and Regulations is subject to revocation of access to the recreational facilities. Revocation or denial of access can only occur after

written notice and an opportunity to be heard by the Board of Directors. Recreational facility reinstatement as determined by the Board of Directors.

6. Homeowners are responsible for damage they, their guests, and/or their tenants cause to the common areas.

7. All legal fees or costs incurred by the Association to enforce violations or collect fines will be the responsibility of the Homeowner.

8. The Association may impose the "Self-Help" clause under Article 16 section 16.2 if any defaulting owner fails to perform any of its obligations under this document. The fine schedule will remain in effect when the self-help clause is imposed.

9. All violations will be expunged after 12 continuous months of abatement from the last occurred offense.

10. The maximum fine incurred to any resident will be \$1,025.00/calendar year regardless of the number of offenses.

11. Vehicles towed by the Association will not be subject to the above fine schedule.

12. Based upon Section 16.3 (a) of the Declaration of Covenants, Conditions and Restrictions for Tanyard Springs HOA, any violation notice with an associated fine shall provide written notice to the person alleged to be in violation, and the Owner of the residential unit which that person occupies or is visiting, if such person is not the Owner, of the specific nature of the alleged violation and of the opportunity for a hearing before the Board of Directors upon a request made within five (5) days of the sending of such notice.

13. Based upon Sections 16.3 (a) and (c) of the Declaration of Covenants, Conditions and Restrictions for Tanyard Springs HOA, any violation notice with an associated fine shall include notice that in lieu of requesting a hearing, the alleged violator or Owner may respond to the notice within five (5) days of its sending, acknowledging in writing that the violation occurred as alleged and promising that the violation will henceforth cease and will not recur, and that such acknowledgement and promise, and performance in accordance therewith, shall terminate that enforcement activity of the HOA with regard to such violation.

RULES AND REGULATIONS

A. PARKING, MOTOR VEHICLES, AND MOTOR VEHICLE OPERATION

Vehicle Definitions (underlined):

Commercial Vehicles:

- A “Commercial Motor Vehicle” means a motor vehicle or combination of motor vehicles used to transport passengers or cargo if the vehicle fits any of the following conditions:
- A vehicle with a **Gross Vehicle Weight Rating (GVWR)** of 10,001 or more pounds (the value specified by the manufacturer as the maximum gross weight).
- Any vehicle which is designed to transport 8 or more passengers (including the driver) used for compensation.
- Any vehicle used to transport more than 15 passengers, including the driver.
- A vehicle of any size which transports hazardous materials which requires a placard.

Note: **GROSS VEHICLE WEIGHT RATING (GVWR) MEANS THE VALUE SPECIFIED BY THE MANUFACTURER.** This is determined from the manufacturer plate on the vehicle/trailer.

Police and emergency vehicles, or vehicles owned by the Association, the Community Manager, the Manager’s employees, and any contractors hired by the Association or its Community Manager to perform work or maintenance in the Association Commons shall not be considered commercial vehicles.

Non-Commercial Vehicle: Any vehicle including light duty (< 10,001GVWR), that is not a commercial or recreational vehicle as defined in this resolution.

Recreational Vehicle: Any boat, boat trailer, off-road/all-terrain-vehicle (ATV), golf cart, camper, recreational bus, caravan, motorhome, house trailer, trailer or any similar item.

Stored Vehicle: Any vehicle parked in Association parking continuously for more than 30 days. The continuity of parking required by this definition is not broken if the vehicle is simply moved from one parking space to another parking space without first leaving the Association Commons and dedicated streets. An exception may be granted if submitted to the Community Manager in advance.

Abandoned Vehicles: Any motor vehicle that has remained on the Commons for more than 48 hours without the consent of the Association as defined by Section 25-201(b)(3) of the Transportation Article of the Maryland Code.

Junked Vehicles: Means a vehicle with expired plate(s) and/or a vehicle that is in a state of ruins, inoperable and/or dismantled or partially dismantled.

Unsafe Vehicles: Any motor vehicle that presents an imminent threat to persons or property.

Motor vehicles shall only be parked in properly marked parking spaces on the Commons. Motor vehicles shall only be parked or driven on an impervious surface unless otherwise stipulated by the association. Motor vehicles shall not be parked in fire lanes, impede the normal flow of traffic, block any fire hydrant, sidewalk, or dumpster, or prevent ingress and egress of any other motor vehicle to adjacent driveway or the open roadway. Motor vehicles parked on the street must be positioned parallel to curb and within sixteen (16) inches of the curb and not in a posted "No Parking" zone. **Offenders are subject to towing in accordance with State and Local laws.**

The operation of motor vehicles on the Commons shall be restricted to paved roadways only. Always be aware of your surroundings (i.e., other residents walking/jogging, children playing) while driving in the Tanyard Springs Commons. No person shall operate a motor vehicle on the property without a valid operating or driver's license. Exception to this rule are persons operating toys which travel < 6 mph on common walkways or crossing locations while under adult supervision.

Parking areas shall be used solely for the parking of non-commercial vehicles owned or operated by Homeowners, their guests, family, agents and licensees of the community. All other motor vehicles are prohibited from entering upon the common elements except when picking up or delivering passengers or merchandise or during the performance of work or services within the Association, or as otherwise provided herein.

No recreational or commercial vehicle shall be parked within the Commons or driveways unless the operator is conducting business during normal workday hours or upon special written permission given by Managing Agent upon approval of the Board of Directors for a limited time not to exceed two working days.

No (a) junked, partially demolished, in disrepair, unregistered, abandoned, or unsightly vehicles, offensive to the Community, (b) house trailer, trailer, tractor trailer or other truck (other than a non-commercial van or "light duty pick-up" $\frac{3}{4}$ ton truck), boat, boat trailer, camper, recreational bus or any similar item, or (c) (unless current and valid license plates are affixed thereto) automobile, shall be temporarily or permanently parked or stored in the open on any Lot or on any street or parking area within, or other portion of, the Commons.

Repair or maintenance of automobiles or other vehicles shall not be carried out on the Commons (except for bona-fide emergencies).

Unsafe vehicles are subject to towing in accordance with State and Local laws.

Continuous parking of a non-driven vehicle in one or more parking space(s) for more than thirty (30) consecutive days is prohibited unless prior arrangements have been made with the Community Manager. The continuity of parking is not broken if the vehicle is simply moved from one parking space to an adjacent one without first leaving the Association Commons and dedicated streets. Vehicles in violation of this rule will be considered "stored" vehicles and subject to sanctions as imposed by the Board of Directors.

Registered non-commercial vehicles may be parked and/or stored in the Homeowners garage or driveway. Vehicles must be parked safely and not extend into, or straddle the crosswalk/sidewalk, apron of the

driveway, or infringe or impede on another Homeowners driveway, property, or parking area. **Offenders are subject to towing in accordance with State and Local laws.**

Vehicles may have company signage and/or lettering. Signage must not be of offensive nature such as and not limited to, profanity and/or nudity. Signage may not have operating lighting, beacons, strobes, or any other marketing/advertising measure which may be considered noxious.

The operation of all off-road vehicles is prohibited throughout the Tanyard Springs Community. All off-road vehicles must be stored in the Homeowners garage or DRG approved detached structure. Legal action for the operation of all off-road vehicles in accordance with County/Local, State, and/or Federal law will apply.

Portable on-Demand Storage (PODS) may be located on a parking space or driveway for up to 14 days without prior approval. Residents must contact management to request board-approved time extensions.

Emergency Moving: The Association may move a vehicle within the Commons without prior notice to the vehicle owner, but must not remove the vehicle from a Homeowner's driveway, when moving the vehicle is necessary to remove large quantities of snow or debris, repair the roads, or respond to a threat to a person's health or safety. Any emergency moving will be at the owner's expense if the owner failed to follow posted notices and the Association will inform the vehicle owner where the vehicle was relocated or return the vehicle to its original location as soon as possible.

Liability: The Association assumes no responsibility for any damage to any motor vehicle parked, operated or towed on the Commons. Similarly, the Association shall not be liable for any tow of a vehicle that has resulted from a violation of the rules contained herein. Owners shall be held liable for any expenses incurred by the Association as a result of any damage done on the Commons by the use, repair or maintenance of their vehicle, or as a result of negligence, whether on the part of the owner, his family, tenants, guests or agents.

B. LAWNS & LOT MAINTENANCE

The exterior of all premises shall be maintained by the Homeowner in a manner which will preserve the overall aesthetic quality of the community. Included in the maintenance requirements are building exteriors, front, back, and side yards, fences, sheds, and any other exterior portion of the premises. Included in maintenance items, but not limited to, are: routine aging, mold and algae growth, weathering and eyesore or nuisance conditions. A condition is considered to be an eyesore or nuisance if it is unsightly or hazardous to the public safety or general welfare of the community

All landscaping and lawns must be maintained including, but not limited to, grass cut not to exceed six inches (6") and weeded, bushes trimmed, bed lines edged, dead trees removed and replaced with a tree of similar variety or with a tree that is consistent with those in the surrounding area. Grass clippings, loose leaves, and brush must be removed from owner driveways, sidewalks, and common sidewalks.

The Association may exercise its right to correct any lawn maintenance violations (i.e. failure to mow) after giving notice to the Homeowner. Such notice will outline that if the lawn is not mowed immediately

and maintained at an acceptable height, the Association will hire a contractor to mow it as many times as needed throughout the year and the expense of each mowing will be billed to the Homeowner.

All portions of a lot which are not improved by an impervious surface or a structure must be maintained with grass (or other vegetation installed by the builder or according to the Design Review Guidelines). No bare earth may be exposed on a lot (except for flower beds or vegetable gardens).

C. ANIMALS/PETS

Refer to Section 9.2 of the DCCR for additional regulations regarding animals.

All animals and pets must be leashed at all times within the community when not within a fenced area, or on Homeowners private property. Fenced area includes working invisible fences and the dog park. No animal shall be allowed to be exercised, walked or carried without being properly leashed and must be kept under the physical control of the owner or responsible party at ALL TIMES.

ANY FECES left by any pet on the Commons shall be picked up immediately by the person(s) controlling the animal/pet, who shall carry means to clean up said feces immediately. Feces left on private property should not be allowed to accumulate which may cause an offensive odor to neighboring homes.

No pets, other than service animals, are allowed at any time in the following areas: CLUBHOUSE INCLUDING THE GYM AND RESTROOMS, POOL, COMMUNITY GARDEN, or TENNIS COURTS.

Pursuant to local county and city/town ordinances, no animal shall disturb the quiet of any resident and the failure to keep animals from causing frequent or long continued noise, to the disturbance of the comfort of other residents, is strictly prohibited.

D. TRASH & RECYCLING

Trash and recycling must be stored in trash or recycling receptacles. Trash receptacles must be sealed with a lid when left out for collection. All trash and recycling receptacles (and bags) must be properly stored as stipulated below with the exception of placing the receptacles out no earlier than the evening before collection. Trash and Recycling receptacles must be stored within twenty-four (24) hours of trash collection.

Trash and recycling receptacles shall be stored within a dwelling, garage, at the rear of the dwelling, or in a DRG approved detached/attached structure. Trash and recycling must be stored inside the Homeowners property lines and in such a manner as not to create an unsightly or unhealthy condition.

No trash or debris may accumulate or be stored in a visible location on a lot. Construction materials required for the improvement of a home or lot should be neatly stored in an unobtrusive location on the property or lot.

The burning of trash is not permitted. Bulk trash removal is the responsibility of the Homeowner and must be completed in accordance with county guidelines. Dumping of trash and litter in any common area is prohibited.

E. COMMON AREAS (INCLUDING WOODED AREAS)

Storage of any type is prohibited on the Commons. The community pool, tot lots, gym/fitness area, walking paths, front entrances, tennis and basketball courts, community garden, and common areas are deemed private property for the use of Homeowners, their guests, family, agents and licensees of the community that are current with their HOA dues/assessments. Guests to the property are the sole responsibility of the Homeowner of the community.

No illegal activity, including but not limited to drug use, consumption of alcohol by a minor (as defined by the governing county, State and city/town authority) gambling or loitering is allowed on the Association's private property or common areas.

F. HOLIDAY & CELEBRATION DECORATIONS

All holiday decorations, located on the exterior of a single family home or townhouse, can be displayed for a maximum duration of thirty (30) calendar days before and maximum of thirty (30) calendar days after the observed holiday. Holiday 'decorations' are defined as decorations on the exterior of the home or in the yard, which are specific to a particular holiday, or temporary decorations of any kind that light up or illuminate the exterior of the home or yard. The Association reserves the right to determine, on a case-by-case basis, those exterior decorations that constitute "Holiday decorations" and those decorations that will be subject to the time limits established by this rule.

Temporary or non-holiday decorations, not limited to, birthday parties, baby showers, and welcome home celebrations will be displayed for a maximum fourteen (14) calendar days before and fourteen(14) calendar day after the event. Exceptions to these rules must be approved by management.

G. GENERAL RULES

No illegal, noxious or offensive activity shall occur on/or upon any lot nor shall anything be done which may become a nuisance to anyone who resides in the community. Residents are prohibited from interfering with the quiet enjoyment of other residents through noise and/or loitering. Legal action in accordance with Local/County, State, and/or Federal law will apply.

No Solicitation is allowed within the Tanyard Springs Community Commons including the attachment of any flyer, magnet or other advertisement to mailboxes.

Objects such as but not limited to, machines, construction equipment, construction materials, sporting equipment, and /or toys shall not be left unattended in any common parking space, at any time. The Association reserves the right to remove, and retain such items if left unattended. If the objects are not

claimed by the resident within thirty (30) days, the Association shall dispose of the objects. Toys and sporting equipment such as, but not limited to, goals, portable basketball equipment, portable slides, rideable toys, and sandboxes must be removed out of sight at the end of day or play.

Open hours of operation for exterior facilities such as the basketball court (s), tennis court (s), and tot lot (s) shall be from dawn to dusk.

Gas, charcoal, wood, or any other cooking grills shall be stored within or at the rear of a dwelling.

Newspapers, solicitations, or other delivered products must be removed from the exterior of the premise within 48 hours of delivery.

Professional instructors wishing to give instruction within the community must present the Board of Directors, not limited to, the appropriate credentials and insurances.

TANYARD SPRINGS HOA

ADMINISTRATIVE RESOLUTION AMENDMENT

Amendment No# 2013-8A

II. RULES AND REGULATIONS COMMITTEE CHARTER

WHEREAS, Article 10 of the Tanyard Springs Homeowners Association Bylaws states that, "The Board of Directors may appoint a Design Review Committee, Covenants Committee, and Neighborhood Watch Committee in accordance with the Declaration and a Nominating Committee in accordance with these Bylaws. In addition, the Board of Directors may appoint such other Committees as the Board deems appropriate in carrying out its purpose", and

WHEREAS, the Board of Directors deems it desirable to establish a Committee of Homeowners to advise the Board of Directors, in a reasonable and productive manner, regarding the development and implementation of social and recreational activities and programs; and

NOW THEREFORE, be it resolved that the Board of Directors ("Board") of Tanyard Springs Homeowners Association ("HOA") shall establish a Rules and Regulations Committee ("Committee"), and that the following procedures for this Committee be adopted and implemented herewith:

A. RESPONSIBILITIES

The primary responsibility of the Rules and Regulations Committee is to advise the Board of Directors, in a reasonable and productive manner, on issues related to the development of common sense and enforceable rules designed toward the advancement of Community orderliness and curb appeal. In accomplishing this goal, the Board of Directors shall assign the Rules and Regulations Committee with tasks from time to time, which may include but not be limited to:

- Providing the Board with recommendations for new rules and regulations, to address unanticipated and novel neighborhood phenomena, not otherwise dealt with in the existing HOA documents.
- Developing policies and recommendations for enforcement of said Rules and Regulations.

B. ELIGIBILITY

Committee candidates and member shall be in good standing. Good standing shall be defined as the absence of liens, privilege penalty, assessment delinquency or pending legal action with the HOA of any property they reside in.

C. APPOINTMENT AND TERMS

The Board of Directors shall appoint and have final decision in the appointment of all Rules and Regulations Committee members.

At the first Board meeting of the year, the Board of Directors shall appoint Rules and Regulations Committee members to serve one year terms or until appointments are made at the following year's Annual Meeting of the Homeowners or at a Special Meeting called for that purpose only. The Board of Directors may make additional appointments from time to time.

The Board of Directors shall invite interested candidates to express their desire to serve on the Rules and Regulations Committee. Recruitment of candidates may be done through the newsletter, word of mouth, announcement at the annual meeting, or by any other means deemed appropriate by the Board of Directors. Committee members in good standing are eligible for reappointment.

Interested candidates must submit a written request for appointment to the Board of Directors through the Management office, including any personal or professional information (e.g. related experience or training, service on other committees, etc.), which may assist the Board of Directors in the appointment process.

If vacancies occur during the year, the Committee Chairperson is required to notify his/her Board Liaison and Management Office as soon as possible. In such cases, the Committee Chairperson may look within his/her Committee for a suitable replacement for that position, pending a vote by all eligible voting Committee members.

If a non-Committee Community resident, who meets eligibility requirements, expresses interest in serving on the Rules and Regulations Committee, the point of contact will be the Management office. The Management office will subsequently notify and set appointments up for the Committee Chairperson and Board of Directors to interview candidate(s). Only after consultation by both the Committee Chairperson and Board of Directors will a candidate application for appointment be accepted or denied. The Board of Directors will have the final decision in all Committee appointments.

Official notification will be issued through the Management office of their acceptance or denial into a Committee. If the denial is for a voting position and the applicant meets eligibility requirements, barring no other issues, the official notification letter will offer the candidate an opportunity to serve as a 'non-voting' member.

The Board of Directors may remove any Rules and Regulations Committee member at any time, with or without cause. The Board of Directors may disband the Committees as a whole at any time in its discretion.

D. ELECTION OF OFFICERS

The Chairperson of the Rules and Regulations Committee shall be elected by the Members of the Committee. Unless appointed by the Board of Directors. Other officers of the Committee may be elected by the Committee membership. At a minimum, the Committee shall elect a Secretary who will be responsible for recording accurate minutes of Committee meetings and submitting them to the Management office and Board Director Liaison in a timely manner.

Below is a description of positions available within the Committee:

Chairperson - Facilitates meetings, offers direction, produces agenda, innovates and encourages members, reviews minutes, submits minutes and recommendations to the Management office for inclusion in the Board of Directors packages. Upon receipt of the recommendation(s), the Management office will create a motion to attach to the Committee recommendation, for the Board of Directors review and decision. The deadline for submission of Committee minutes and recommendations will be no later than, the Friday, prior to Tuesday's distribution of the draft agenda to the Board of Directors and Community. This provides the Management office time to read and communicate with the Committee for clarity of recommendation(s), if necessary, and compose the motion.

Co-chairperson - Acts as a substitute for meetings, when the Chairperson is unavailable.

Secretary - Is responsible for taking Committee minutes, reviewing and adjusting minutes with the Committee, prior to submission for Board of Director package inclusion. Many share the responsibilities with the Chairperson or Co-chairperson, for giving oral reports at Board of Directors meetings, Committee records keeping of events for future reference, attendance numbers, etc.

Treasurer - Does not generally handle money, a treasurer's role in each Committee is to assist the Chairperson or Co-chairperson in determining the amounts the Committee needs for budgetary purposes. The treasurer would help track the monies needed (at budget time and actual expenditures throughout the fiscal year), budget proposal and presentation to the Management office for inclusion in the draft budget, feasibility of suggested Committee events, etc. The treasury reports can be used to determine event success, possible improvement and monies allocated for the next budget year. This is known as the 'historical trend' budgeting method.

Standing Member - Non-positioned Committee member who can bring their experiences to the table, assist as needed, and donate their talents to Committee events. There are only three (3) standing member positions. These non-positioned Committee members retain Committee member voting rights.

Non-voting Members - Once the Committee has filled all positions outlined, other members can serve on the Committee, gain experience, learn expectations and position themselves for nomination once a position becomes available within the Committee. These are non-positioned, non-voting members. There are only three (3) non-voting member positions.

The Chairperson, or his or her designee, shall be responsible for chairing meetings of the Committee. In the interest of ensuring strong communications between the Board of Directors and the Rules and Regulations Committee, it is expected that the Committee Chairperson or his or her designee will attend

each regularly scheduled business meeting of the Board of Directors or, in lieu thereof, to submit a written report to the Board and the Board Director Liaison, in advance of the Board of Directors meeting. The Committee Chairperson will present Committee recommendations, update the Board of Directors on the status of pending Committee tasks, request assistance from the Board Director Liaison or Management office, as needed, and answer any questions that Board may have regarding Committee assignments. Any Committee recommendations which require formal Board of Directors action should be submitted to the Management office in advance of the Board meeting for inclusion in the meeting agenda.

E. MEETINGS

Committee meetings shall be held once a month or as needed in the Tanyard Springs Homeowners Association Clubhouse. All Committee meetings shall be open to members of the Committee and the Community. A Board of Directors member need not be present at every Committee meeting for oversight. In order for the members of the Committee to be reasonably informed of Committee meetings, the Committee Chairperson shall ensure that all meetings of the Committee are listed in the newsletter and through any other means of posting that the Committee deems appropriate. If it is necessary for the Committee to reschedule or cancel a meeting, the Committee Chairperson shall notify the Management office at the earliest possible time so that the Community and Committee members can be reasonably notified. The Committee Chairperson shall be responsible for contacting the members of the Committee regarding rescheduled or canceled meetings. The Committee Chairperson should designate a limited time period on each meeting agenda for resident input.

More than half of voting members of the Rules and Regulations Committee must be present to conduct formal voting procedures. In the event of a voting tie, the Board Liaison will cast the deciding vote.

All Committee meetings shall be conducted generally in accordance with Robert's Rules of Order.



Violation Report Form

Mail To:
Management
6920 Heritage Crossing Dr.
Glen Burnie, MD 21061

Complainant's Name: _____

Address: _____

Phone (Home): _____

Violator's Name: _____

Address: _____

Date Violation Took Place: _____

Description of Violation: _____

Complainant's Signature: _____ Date: _____