

**Standing Committees  
Administrative Resolution 13**

The duly elected Board of Directors of The Woods at Polaris Condominium Association establishes various Committees as follows:

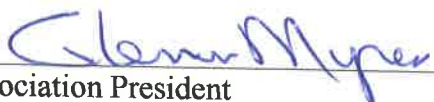
1. The purpose of the Architecture Committee is to preserve and promote the attractiveness of the community and advise the Board in establishing standards for the external design, appearance and specifications of the properties.
2. The purpose of the Clubhouse Committee is to inspect the facility on a frequent basis throughout the year and inform the Board of Directors of maintenance and repair requirements of the clubhouse. In addition, the committee shall be responsible for pre and post inspections when the clubhouse is rented, and shall maintain the 911 call system in accordance with all laws and regulations.
3. The purpose of the Communications Committee is to keep unit owners and residents informed of issues affecting the community. The committee will maintain the Woods at Polaris Condominium Association website. The website should serve as a primary source of information about the association including current events, contact information, rules and regulations and basic workings of the association management.
4. The purpose of the Landscape Committee is to ensure the maintenance of common areas, coordinate with the Property Manager for the common areas of the common areas, and address any violations of landscape established for The Woods at Polaris Condominium Association.
5. The purpose of the Social and Recreation Committee is to organize activities, social events and parties.
6. The purpose of the Welcoming Committee is to greet new residents of The Woods At Polaris, provide them with information about the community and answer their questions.
7. The Board will seek a representative from each of our existing committees to serve on the Rules and Regulations Review Committee. The member representing the Communications Committee will serve as chairman. The duty of this committee is to:
  - a. Review and evaluate the existing Rules and Regulations and report their findings and recommendations to the Board of Directors.
  - b. Assure that the Rules and Regulations are in full accord with the Association's governing documents (i.e., Declaration and Bylaws).
  - c. Work with the Property Manager and solicit owner input.
  - d. The important principles that should govern the committee are to:
    - 1) Provide a safe, peaceful and enjoyable environment for all residents and their guests.

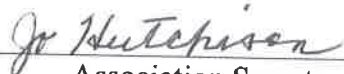
- 2) Preserve the reputation of the Woods at Polaris as "A Great Place to Live" and as a premier residential condominium community in Central Ohio.
- 3) Protect and enhance the value of the Unit Owner's investment in and their enjoyment of their home in The Woods at Polaris.
- 4) Ensure that all residents, guests and vendors conduct themselves in accordance with the rules that govern living at The Woods at Polaris.
8. When appropriate The Woods at Polaris Committees shall consult the Property Manager, Board and/or homeowners on the content and guidelines contained in the Declaration and By-Laws and Policy Resolutions of The Woods at Polaris Condominiums.
9. The committees will provide the Communications Committee any items of interest that it would like to see published on the website, association directory and/or in the newsletter.
10. Each committee will be made-up of at least one (1) to eight (8) Association members.
11. Each committee will hold meetings as established by the committee.
12. A quorum is reached when there is a majority of the committee members present.
13. Each committee will select a chairperson by majority vote of the committee except for the Rules Committee. (See #7 above).
14. The chairperson or designee will maintain a record of the votes and minutes of all meetings.
15. A designee appointed by the chairperson will be responsible for providing a committee update at the Board Meetings and filing the minutes from the committee meetings with the Secretary of the Association.

THE WOOD AT POLARIS CONDOMINIUM  
ASSOCIATION, INC.

This resolution, Administrative Resolution 13, was revised at a meeting of the Board held on November 19, 2015 with the directors voting as indicated below:

Director	Yes	No	Abstain	Absent
Glenn Myres	<u>X</u>	___	___	___
John McEldowney	<u>X</u>	___	___	___
Jo Hutchison	<u>X</u>	___	___	___
Jim Brady	<u>X</u>	___	___	___
Dan Bottorf	___	___	___	<u>X</u>
Nancy Vance	<u>X</u>	___	___	___

  
Association President

  
Association Secretary