

pleasure of the Board. Committee members may be removed from their duties for failure to perform within the scope of the committee's boundaries.

Committees that may be created by your Board and their duties are described in the table below.

Architectural Control Committee	This committee is responsible for reviewing all Architectural Modification Requests made by residents for improvements to the exterior of the home or lot. The committee will also review Architectural Guidelines and recommend changes and/or additions to the Board for adoption.
Covenants Enforcement Committee	This is the hearing tribunal for the Association and has the authority to fine members for non-compliance with the CCR's and rules of the Association. They also advise the Board on needed clarifications to existing rules or restrictions and may recommend additional rules or document amendments for consideration by the Board.
Community Spirit Committee	The purpose of this committee will be to foster a sense of community within Lakeside Preserve. This may be accomplished through communications (newsletter and website) and community wide events such as holiday parties, community garage sales, Community Beautification Day, block parties and contests. The committee may also review safety issues within the community and make recommendations to the Board.

## VI. Meetings

The Annual Membership meeting is held in the last quarter of each year. A quorum of 10% of all owners is required in order to conduct business. It's important that all owners complete and mail in their proxy to the management company in order to be counted toward the quorum requirement. A proxy is a written instrument that allows you to be counted in attendance for the meeting and appoints another person to cast your vote on any voting matter presented to the membership. Any owner who sends in a proxy and then attends the meeting can request his proxy be returned thereby casting his own votes on all business matters. At a General Membership meeting, members can make motions and cast votes on all business matters listed on the agenda.

Board of Directors meetings will be conducted quarterly or as necessitated once transition occurs. A majority of the Board members must be present to constitute a quorum and to conduct business. Notice of all Board meetings must be given to members 48 hours in advance of the meeting. Any meeting at which the Board will adopt the budget or new rules requires a two week notification. All Board meetings are open to the general membership to attend; however, motions and votes are made by the Board members only. Members may speak to any agenda item during an open discussion period at the beginning of the meeting. If a member has a business item