

ATASCOCITA FOREST HOME OWNERS COMMITTEE
OPERATING RULES

ARTICLE I NAME

This committee shall be known as the ATASCOCITA FOREST HOME OWNERS COMMITTEE.

ARTICLE II OBJECTIVE

The Home Owners Committee's objective will be to act as The Liaison between the residents of Atascocita Forest Subdivision and the Board of Trustees of the Atascocita Forest Community Association.

ARTICLE III LIMITATIONS

The Home Owners Committee must adhere to the rules and regulations as set forth in the bylaws and Deed Restrictions for the Atascocita Forest Community Association and the Atascocita Forest Subdivision.

The power of this committee is further limited to only those conditions under which it was recognized by the Board of Trustees of the Atascocita Forest Community Association.

ARTICLE IV MEMBERSHIP

Every person or entity who is a recorded owner of any of the properties which are subject or which will be subject upon the completion of improvement thereon, to maintenance charge assessment by the Association, including contract sellers shall be a member of the Atascocita Forest Community Association. Further definition of membership can be found under Article IV Section 1 of the Deed Restrictions.

The Home Owner Committee only conducts meetings of the Class A members of the Atascocita Forest Community Association.

ARTICLE V OFFICERS

Section I

The Home Owners Committee shall have the following elected officers:
Chairman, Vice-Chairman, Secretary and Financial Advisor.

Section II

The Chairman shall preside at all meetings conducted by the Home Owners Committee. He shall also appoint all standing and special committees with the approval of other officers.

Section III

The Vice-Chairman shall aid the Chairman; shall in the absence of the Chairman carry out the duties of office, and in case of permanent disability, resignation, or removal from office of the Chairman shall succeed to that office for the unexpired term.

ATASCOCITA FOREST HOME OWNERS COMMITTEE
OPERATING RULES (CONT'D)

ARTICLE V

Section IV

The Secretary shall keep an accurate record of the proceedings of all meetings conducted by the Home Owners Committee. He shall conduct all business correspondence as authorized by the chairman; shall report at each meeting on all correspondence conducted and shall read minutes of previous meetings.

Section V

The Financial advisor shall keep an accurate account of all money dispursed, and shall dispurse money against items approved by the Home Owners Committee or the residence of Atascocita Forest.

He shall also audit the books of the Atascocita Forest Community Association and shall report his findings at each meeting.

ARTICLE VI

Section I

Nominations for office shall be made by a nominating committee. The committee shall prepare a ticket of one candidate for each office and present it before the November meeting of the Atascocita Forest Home Owners. At this time, nominations may be made by any Homeowner.

Nominations will be made only at the November meeting.

Section II

Election of the officers of the Home Owners Committee shall be held at the December meeting of the Homeowners.

A majority vote of those present shall elect.

Section III

No Homeowners may hold more than one elected office at a time nor serve for more than two consecutive terms in the same office.

Section IV

In the event of a vacancy in any elected office the remaining officers shall appoint someone to fill the vacancy for the remainder of that officer's term.

ATASCOCITA FOREST HOME OWNERS COMMITTEE
OPERATING RULES (CONT'D)

ARTICLE VII

Section I

The Home Owners Committee shall conduct a regular meeting of the Class A members of the Atascocita Forest Community Association. This meeting shall be held on the first Thursday of each month at 7:30 P.M. at the appointed meeting place.

Section II

Special meetings may be called by the Home Owner Committee with at least three days notice and may transact that business for which the meeting was called.

Section III

A quorum must be present at all meetings in order to transact any business. A quorum being at least 10 members other than the officers of the Home Owners Committee.

ARTICLE VIII

EXECUTIVE BOARD

The executive board shall consist of the current Home Owner Committee officers and the past chairman. The board shall have the authority to conduct the affairs of the Class A members of the Atascocita Forest Community Association between its regular scheduled meetings.

ARTICLE IX

PARLIMENTARY PROCEDURES

The rules contained in "Roberts Rules of Order Revised" shall govern the Home Owners Committee where applicable and not in conflict with the Deed Restrictions of the Atascocita Forest Subdivision and the bylaws of the Atascocita Forest Community Association.

ARTICLE X

AMENDMENTS

The operating rules as set forth in this document may be amended by a two-thirds vote at any regular meeting of the Class A members of Atascocita Forest Community Association.

The amendment must be presented at one meeting and then voted on at the next scheduled meeting.

ARTICLE XI

ORDER OF BUSINESS

The Order of Business at all regular meetings shall be:

- Call to Order
- Invocation
- Approval or Correction of Minutes
- Financial Advisors Report
- Unfinished Business
- Committee Business
- New Business
- Announcements
- Adjournment