

Cedar Pass Ranch CC&R Committee Open Meeting Rules of Order

Our OBJECTIVE is to complete discussion of agenda items in an organized and courteous manner while welcoming input and comments from our HOA community members.

1. Each meeting will begin with a call to order by the chair or co-chair.
2. In order to keep the meeting task-focused and productive, each meeting will adjourn within two hours of call to order unless a member of the committee presents a motion to continue for no more than 30 minutes and said motion is seconded and passed. No meeting shall be extended by more than two motions. Any unfinished business will then be moved to the next meeting.
3. Discussion among committee members will be informal.
4. Opening comments from HOA membership will be limited to three minutes each. Committee members MAY invite further comment or ask questions as needed to obtain full information. The chairperson will seek informal consensus to “close” comment period for any HOA member and move on to the next person wishing to comment or to the next order of business.
5. It is not our purpose to limit consideration of membership feedback. We do have a limited amount of time in which to achieve our objective and so must limit time and what is covered in any meeting. If any HOA member attending a committee meeting wishes to provide additional comments to the committee past the close of their allowed comment period, those comments may be submitted in writing via email to the committee chair or co-chair for consideration by the committee and/or the HOA

Board. (Marian Burningham, Committee Chairperson:
marianburn@gmail.com; or Steve Cattani, Committee Co-
chairperson: ***steve.cattani@icpeinc.com***.)