

**POLICY CONCERNING PROCEDURE OF ADOPTION AND AMENDMENT OF POLICIES, PROCEDURES, AND RULES  
OF  
MOUNTAIN SIDE HOMEOWNERS' ASSOCIATION, INC.  
AND  
MOUNTAIN SIDE CONDOMINIUM ASSOCIATION**

*WHEREAS* Mountain Side Homeowners' Association, Inc. and Mountain Side Condominium Association, Colorado nonprofit corporations (collectively the "**Association**") are required to adopt a responsible governance policy concerning its procedure of adoption and amendment of policies, procedures, and rules pursuant to COLO. REV. STAT. § 38-33.3-209.5(1)(b)(VII).

*NOW THEREFORE*, the Association has adopted the following responsible governance policy as part of its rules and regulations:

1. The executive board may adopt or amend policies, procedures, and rules as it deems necessary, desirable or appropriate with respect to the interpretation and implementation of the governing documents of the Association and the operation of the Association. The executive board shall provide notice to the Owners of the general topic, if not the full substance, upon adopting any policy, procedure, or rule. Any Owner may then request a full copy of the same under the separate records policy.

**CERTIFICATION:**

The foregoing policy was adopted unanimously by both Boards at the Combined Boards of Directors meeting held on 11/15/14 and is so reflected in the minutes.

The  
**K**lug Law Firm, LLC