

LAKE COLUMBIA PROPERTY OWNERS ASSOCIATION (LCPOA)
LCPOA Bylaw Amendment Ad hoc Committee Charter

MISSION:

The LCPOA Bylaw Amendment Ad hoc Committee is established, by the Board of Directors, to amend the LCPOA Bylaws as needed and in the best long-term interest of the members. The Committee shall recommend amendments to the Board to satisfy the duties of the Association.

AUTHORITY:

The Board of Directors resolution is to establish the LCPOA Bylaws Amendment Ad hoc Committee for the purpose of amending the Bylaws. The Committee reports to the Board and collaborates with LCPOA Administration, Committees, Membership and attorney.

Approved LCPOA Board of Directors on April 28, 2025, the following: MOTION by Director Miller, Supported by Director Puczkowski, to form a Bylaw Amendment Ad hoc Committee. Be it further resolved that the following members be appointed to said Committee: President/Director Tom Crampton, Treasurer/Director Tom Hitz, Director Cory Borgeson, and Members Chrissy Losey, and Harry Breniser. ALL IN FAVOR. MOTION CARRIED.

REPORTING AND COMMUNICATIONS:

The LCPOA Bylaw Amendment Ad hoc Committee Chairperson shall report on the Committee's activities to the Board each quarter and as needed as circumstances require. The Committee shall have prompt and unrestricted access to management, all relevant information, and data.

COMPOSITION AND TERMS OF APPOINTMENT:

The appointed terms for the Committee Members will be the period required to complete the research and present the final report with a recommendation to the Board. The Committee Members will elect a chairperson from the committee members to lead the effort; consult with the LCPOA attorney, administration, committees, and appoint additional LCPOA members or other persons to collaborate and assist the Committee as required. This Committee is not intended to be a long-term standing committee, and will be dissolved, by the board, upon completion of the mission. After the Committee is dissolved, future needs to amend bylaws will be referred to the Policy & Procedures Committee.

RESPONSIBILITIES:

The LCPOA Dam Bylaw Amendment Ad hoc Committee shall be responsible for reviewing and recommending matters to the full Board. These matters shall include:

1. Review of all Bylaws and develop pertinent amendments to ensure legal compliance, understanding, ease of implementation, and clarity of the Bylaws.
2. Consult with the LCPCA attorney to ensure compliance with all legal requirements of the Bylaws.
3. Collaborate with LCPOA administration, committees, and membership.
4. Develop and administer a strategy for conducting a membership campaign to answer membership questions and keep them informed.
5. Submit final report and proposal recommendation to the Board for action.
6. Dissolve the LCPOA Bylaw Amendment Ad hoc Committee.
7. Define and maintain the distinction between LCPOA Bylaws, Policies & Procedures, such as: Bylaws set the foundational rules, policies guide operational decisions, and procedures outline the steps to follow. The key differences between bylaws, policies, and procedures are:
 - a. Bylaws: Establish the legal framework for an organization and require member approval. They are more rigid and have a specific process for establishment.
 - b. Policies: Provide guidelines for specific operational areas and can be changed by the Board as the organization evolves. They are less formal than bylaws.
 - c. Procedures: Detail the specific steps to implement policies and are often more flexible, allowing for adjustments as needed.