

Elk Springs Homeowners Association, Inc.
Policy and Procedure for E-mail Registration

Pursuant to the authority granted by Article 4.14 (A) of the Second Amended and Restated Declaration of Covenants, Conditions and Restrictions for Elk Springs, Garfield County, Colorado (the “Declaration”), and as further authorized by the Colorado Common Interest Ownership Act, C. R. S. 38-33.3-308 (2), et seq. (the “Act”), the Board of Directors of the Elk Springs Homeowners Association, Inc. (the “Association”) adopts the following policy and procedure for e-mail registration by Unit Owners. Unless otherwise defined in this Policy and Procedure, initially capitalized or terms defined in the Declaration shall have the same meaning herein. This Policy and Procedure may be amended at any time by the Board of Directors of the Association.

Pursuant to the Act, the Board of Directors of the Association is permitted to send notice of Board, Member and Committee meetings to the Members via e-mail to each Unit Owner who has registered an e-mail address with the Association. Furthermore, it is a Unit Owner’s duty to keep an updated e-mail address registered with the Association. The following Policy and Procedure is established for the registration of e-mail addresses with the Association.

Each Unit Owner is responsible to register his or her e-mail address with the Association if he/she desires to receive e-mail notifications of Board, Member and Committee meetings, and it is the Unit Owner’s responsibility to keep his or her registered e-mail address current and accurate. In order to register his/her e-mail address, the Unit Owner must access the Association’s website, www.elkspringshoa.com, complete the Member Information Form (the “Form”) and return to the address listed on the Form.

In the event a Unit Owner fails to register and/or maintain an accurate e-mail address with the Association, the Unit Owner may not receive e-mail notification of regular and special Board, Member and Committee meetings. The Association has no obligation to actively seek out a current e-mail address for each Unit Owner. In addition, the Association has no obligation to investigate or obtain an updated e-mail address for Unit Owners whose current registered e-mail address is returning an e-mail delivery failure message/undeliverable message.

PRESIDENTS CERTIFICATION:

The undersigned, being the President of the Elk Springs Homeowners Association, Inc. Board of Directors certifies that the foregoing Policy and Procedure for the registration of Unit Owner e-mail addresses was adopted by the Board of Directors at a duly called and noticed meeting of the Board of Directors held on June 12, 2017 and in witness thereof, the undersigned has subscribed her name.

/s/ Evelyn L. Cole

President, Elk Springs Homeowners
Association, Inc. Board of Directors

June 12, 2017

Date Adopted