

2024 Annual Report to the Board of Directors

By-Laws & Resolutions Advisory Committee

Section 1. Committee Members and Status of Terms:

<u>Name</u>	<u>Term Ends</u>	<u>On Term</u>	<u>Comment</u>
Lora Pangratz	March 23, 2026	2	Chairperson- as of Oct 1, 2022
Keith Kaiser	September 28, 2025	3	
Auggie Flentje	October 15, 2025	1	
Camilla Rogers	February 17, 2027	1	
Joe Peloso	July 20, 2027	1	
Pam Ferinde	September 24, 2025	1	Resigned May 13, 2024

Board Liaison

Steve Jacobs

Section 2. Section of Major Activities during Reporting Period October 2023- September 2024:

1. Continued emphasis on the scheduled review of resolutions in order to maintain them current to Association policies and operations. See Section 6 for a more detailed explanation.
2. Committee meetings continue to be held both in person and virtually giving Association members a greater opportunity to participate in real time or observe the recorded meetings online.
3. The committee maintains and updates the Governance Document Tracking Form on a monthly basis. The committee is charged with maintaining the lists of committees and categories. The Governance Document Tracking Form during this reporting period has been consistently sent to the Board of Directors on a monthly basis. And, the Governance Document Tracking Form has been included on the OPA website with the approved minutes.
4. The By Laws and Resolutions Advisory Committee participated in the inaugural Spring Kickoff Expo in April of 2024. We had a table and answered questions from residents and shared how to find information on the OPA website.

Section 3. Problems Encountered and Assistance required:

There were no serious problems for this committee during the past year.

Section 4. Request for items to be included in the next OPA budget:

When there is a cost to something the committee is involved in, we are part of a larger effort and not the sole cost driver. The committee continues to recommend the use of the virtual meeting platform and would encourage it to still be utilized and included in the budget as a beneficial expense in order to continue offering the hybrid meetings. Additionally, we request continued consideration for additional legal review funding for the By-Laws and Resolutions updates.

The committee would like to note that in our committee work software and printing resources are needed to update/edit documents in order to produce a redline item. There may be a need to request assistance from the Administration staff to assist with this process going forward. Currently, committee members are volunteering use of their own resources to accomplish these tasks and as the committee members and their terms change this option may not be available to this committee moving forward.

Section 5. Recommendations for Board Action:

It is recommended to continue to confirm that the Association is informed of legislative changes affecting current OPA Governance Documents and a process going forward to stay concurrent with all applicable state laws. There are still some lingering questions about conforming our election practices to our governing documents (see Search Committee) that should be considered in a timely manner and resolved before the next election cycle.

Section 6. Recommendations for committee work from October 2024- September 2025:

1. Continue with our regular review of the 32 active resolutions. Of the active resolutions, 19 are the responsibility of the Board of which 2 are past due for a variety of reasons, but not limited and including the delay related to the legal review related to the preparation of the By-Laws Referendum. There will be 15 additional Board Resolutions that will be up for review in 2025.
2. Develop a review plan for the 15 Board Resolutions that are coming due for review in 2025.
3. Review the new By-Laws to see if there are amendments that affect resolutions. M-09 (Search Committee) has been previously identified as a resolution affected by the By-Laws amendments.
4. To provide visibility to the Board, Board Liaisons and Committee Chairs on the status of past due resolutions, the committee will continue to include a copy of the updated Governance Document Tracking Form with the Minutes of the By-Laws & Resolutions Advisory Committee Monthly Meetings when they are posted to the OPA Website.
5. Continue to ensure that any/or all vacancies on our committee are filled.