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OFFICIAL PUBLIC RECORDS



Dana DeBeauvoir

Dana DeBeauvoir, County Clerk
Travis County, Texas

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NOTICE OF DEDICATORY INSTRUMENTS
for
STILLHOUSE CANYON CONDOMINIUM HOMEOWNERS ASSOCIATION, INC.

THE STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

The undersigned, being the authorized representative of Stillhouse Canyon Condominium Homeowners Association, Inc. ("Association"), a property owners' association as defined in Section 202.001 of the Texas Property Code hereby certifies as follows:

1. Property: The Property to which the Notice applies is described as follows:
 - a. Stillhouse Canyon, a condominium in Travis County, Texas, according to the map or plat thereof, recorded in Clerk's File No. 2001096409 of the Official Public Records of Real Property of Travis County, Texas, and all amendments and annexations thereto, and replats thereof, if any.

2. Restrictive Covenants: The description of the documents imposing restrictive covenants on the Property, the amendments to such documents, and the recording information for such documents are as follows. This recitation may not include further restrictive covenant documents, amendments and supplements governing the Property:
 - a. Documents:
 - (1) 2001 Revised Declaration of Covenants, Conditions, and Restrictions for Stillhouse Canyon Condominiums.
 - (2) First Amendment to Declaration of Covenants, Conditions, and Restrictions for Stillhouse Canyon Condominiums (regarding additional parking space assignments by Declarant).
 - (3) Second Amendment to Declaration of Covenants, Conditions, and Restrictions for Stillhouse Canyon Condominiums (regarding additional parking space assignments by Declarant).
 - (4) Third Amendment to Declaration of Covenants, Conditions, and Restrictions for Stillhouse Canyon Condominiums (regarding additional parking space assignments by Declarant).
 - (5) Fourth Amendment to Declaration of Covenants, Conditions, and Restrictions for Stillhouse Canyon Condominiums

(regarding additional parking space assignments by Declarant).

- (6) Fifth Amendment to Declaration of Covenants, Conditions, and Restrictions for Stillhouse Canyon Condominiums (regarding additional parking space assignments and pets by Declarant).
- (7) Sixth Amendment to Declaration of Covenants, Conditions, and Restrictions for Stillhouse Canyon Condominiums (regarding parking space assignments and additional parking space assignments by Declarant).
- (8) Seventh Amendment to Declaration of Covenants, Conditions, and Restrictions for Stillhouse Canyon Condominiums (regarding parking space assignments and additional parking space assignments by Declarant).
- (9) Eighth Amendment to Declaration of Covenants, Conditions, and Restrictions for Stillhouse Canyon Condominiums (regarding parking space assignments and additional parking space assignments by Declarant).
- (10) Amendment to 2001 Revised Declaration of Covenants, Conditions, and Restrictions for Stillhouse Canyon Condominiums.
- (11) Amendment to 2001 Revised Declaration of Covenants, Conditions, and Restrictions for Stillhouse Canyon Condominiums 2010 [Restriction].
- (12) Amendment to 2001 Revised Declaration of Covenants, Conditions, and Restrictions for Stillhouse Canyon Condominium Homeowners Association, Inc.

b. Recording Information:

- (1) Travis County Clerk's File No. 2001096410.
- (2) Travis County Clerk's File No. 2001161854.
- (3) Travis County Clerk's File No. 2001165648.
- (4) Travis County Clerk's File No. 2002027778.
- (5) Travis County Clerk's File No. 2002167762.
- (6) Travis County Clerk's File No. 2003003780.
- (7) Travis County Clerk's File No. 2003017539.
- (8) Travis County Clerk's File No. 2003105412.
- (9) Travis County Clerk's File No. 2003105413.
- (10) Travis County Clerk's File No. 2009153171.

- (11) Travis County Clerk's File No. 2010111753.
- (12) Travis County Clerk's File No. 2015038254.

3. Other Dedicatory Instruments: In addition to the Restrictive Covenants identified in Paragraph 2 above, the following documents are Dedicatory Instruments governing the Association which were previously recorded in the Official Public Records of Real Property of Travis County, Texas:

a. Document:

- (1) Amendment to Bylaws of Stillhouse Canyon Condominium Homeowners Association, Inc.
- (2) Certificate of President of Resolution of Board of Directors of Stillhouse Canyon Condominium Homeowners Association, inc. adopting Restated Community Policies for Stillhouse Canyon Condominiums.

b. Recording Information:

- (1) Travis County Clerk's File No. 2018013964.
- (2) Travis County Clerk's File No. 2021185348.

4. Dedicatory Instruments: In addition to the Dedicatory Instruments identified in Paragraph 3 above, the following documents are Dedicatory Instruments governing the Association:

- **Open Records Policy for Stillhouse Canyon Condominium Homeowners Association, Inc.**
- **Document Retention Policy for Stillhouse Canyon Condominium Homeowners Association, Inc.**
- **Display of Religious Items Policy for Stillhouse Canyon Condominium Homeowners Association, Inc.**
- **Amendments to Bylaws of Stillhouse Canyon Condominium Homeowners Association, Inc.**

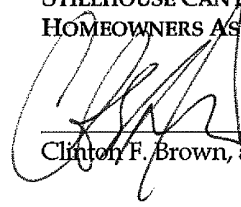
True and correct copies of these Dedicatory Instruments are attached to this Notice.

This Notice is being recorded in the Official Public Records of Real Property of Travis County, Texas for the purpose of complying with Section 202.006 of the Texas Property Code. I hereby certify that the information set forth in this Notice is true and correct and that the copies of the Dedicatory Instruments attached to this Notice are true and correct copies of the originals.

TO CERTIFY which witness my hand this the 19th day of November, 2021.

STILLHOUSE CANYON CONDOMINIUM
HOMEOWNERS ASSOCIATION, INC.

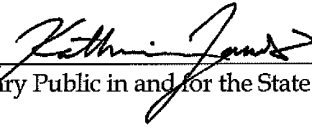
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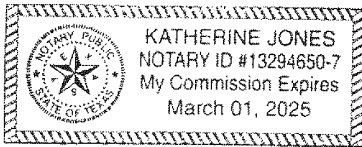
Clinton F. Brown, authorized representative

THE STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

BEFORE ME, the undersigned notary public, on this 19th day of November, 2021 personally appeared Clinton F. Brown, authorized representative of Stillhouse Canyon Condominium Homeowners Association, Inc., known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purpose and in the capacity therein expressed.



Notary Public in and for the State of Texas



OPEN RECORDS POLICY
for
STILLHOUSE CANYON CONDOMINIUM HOMEOWNERS ASSOCIATION, INC.

THE STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

I, Marc Duchon, Secretary of Stillhouse Canyon Condominium Homeowners Association, Inc. (the "Association"), do hereby certify that at a meeting of the Board of Directors of the Association (the "Board") duly called and held on the 3 day of November, 2021, with at least a quorum of the Board members being present and remaining throughout, and being duly authorized to transact business, the following Open Records Policy was duly approved by a majority vote of the members of the Board:

RECITALS:

1. The property encumbered by this Open Records Policy is that property restricted by the "2001 Revised Declaration of Covenants, Conditions and Restrictions for the Stillhouse Canyon Condominiums Austin, Texas", recorded in the Official Public Records of Real Property of Travis County, Texas, under Clerk's File No. 2001096410, as same has been or may be amended and/or supplemented from time to time ("Declaration"), and any other property which has been or may be subsequently annexed thereto and made subject to the authority of the Association.
2. Chapter 82 of the Texas Property Code was amended to add Section 82.1141 to set forth open records procedures and to require condominium unit owners' associations to adopt and record open records policies consistent with the procedures set forth in the statute.
3. The Board of Directors of the Association desires to adopt an open records policy consistent with the provisions of Section 82.1141 of the Texas Property Code.
4. This Open Records Policy replaces and supersedes any previous open records policy, if any, adopted by the Association.

POLICY:

It is the policy of the Association to make the books and records of the Association, including financial records, open to and reasonably available for examination by an Owner, or a person designated in a writing signed by the Owner as the Owner's agent, attorney, or certified public accountant (the "Owner's Representative") in accordance with the following provisions:

1. **Request.** An Owner or the Owner's Representative must submit a written request for access or information. The written request must:

- a. be sent by certified mail to the mailing address of the Association or to the authorized representative of the Association as reflected on the most current Management Certificate of the Association filed of record in accordance with Section 82.116 of the Texas Property Code;
- b. describe with sufficient detail the books and records of the Association that are requested; and
- c. state whether the Owner or the Owner's Representative elects to inspect the requested books and records before obtaining copies or have the Association forward copies of the requested books and records.

2. **Election to Inspect.** If an inspection is requested, the Association must send written notice to the Owner or the Owner's Representative of dates during normal business hours that the Owner or the Owner's Representative may inspect the requested books and records. Such written notice must be sent on or before the tenth (10th) business day after the date the Association receives the request, unless the Association sends a notice to the Owner or Owner's Representative in accordance with Section 4 below.

3. **Election to Obtain Copies.** If copies of the identified books and records are requested, the Association must produce copies of the requested books and records on or before the tenth (10th) business day after the date the Association receives the request, unless the Association sends a notice to the Owner or Owner's Representative in accordance with Section 4.

4. **Inability to Produce Records Within 10 Days.** If the Association is unable to produce requested books and records on or before the tenth (10th) business day after the date the Association receives the request, the Association must provide written notice to the Owner or the Owner's Representative that:

- a. informs the Owner or the Owner's Representative that the Association is unable to produce the requested books and records on or before the tenth (10th) business day after the date the Association received the request; and
- b. states a date by which the requested books and records will be sent or made available for inspection, which date shall not be later than the fifteenth (15th) business day after the date such notice is given.

5. **Extent of Books and Records.** The Association must produce books and records requested by an Owner or an Owner's Representative to the extent those books and records are in the possession, custody or control of the Association.

6. **Time of Inspection; Copies.** If an inspection of books and records is requested or required, the inspection will take place at a mutually agreed upon time during normal business hours. At the inspection, the Owner or the Owner's Representative may identify the books and records to be copied and forwarded. The Association must thereafter make copies of such books and records at the cost of the Owner and forward them to the Owner or the Owner's Representative.

7. **Format.** The Association may produce books and records requested by an Owner or an Owner’s Representative in hard copy, electronic or other format reasonably available to the Association.

8. **Costs.** The Association may charge an Owner for the compilation, production or reproduction of books and records requested by the Owner or the Owner’s Representative, which costs may include all reasonable costs of materials, labor, and overhead. Costs will be billed at the rates established by Title 1 of the Texas Administrative Code, Section 70.3 (“**Section 70.3**”), as same may be amended from time-to-time. As of the date of this Policy, the rates set forth below are established by Section 70.3. Should the rates set forth in Section 70.3 ever be different than in this policy (either through amendment or error by this policy) the then current rates set forth in Section 70.3 shall control.

Labor for locating, compiling and reproducing records*	\$15.00 per hour
Overhead charge*	20% of labor costs
Copies (8½ x 11 and 8½ x 14)	\$0.10 per page
Oversize paper copies (11 x 17, greenbar and bluebar)	\$0.50 per page
Specialty papers (blue print and maps)	actual cost
Diskette	\$1.00
Magnetic tape or data or tape cartridge	actual cost
CD	\$1.00
DVD	\$3.00
VHS video cassette	\$2.50
Audio cassette	\$1.00
Other	At the rate provided for in Section 70.3

9. **Advance Payment of Estimated Costs.** The Association must estimate the costs of compiling, producing and reproducing books and records requested by an Owner or an Owner’s Representative on the basis of the rates set forth in Section 8 above. The Association may require advance payment of the estimated costs of compiling, producing and reproducing the requested books and records.

* No labor or overhead will be charged if there are 50 or fewer pages unless the documents are in 2 or more separate buildings not physically connected to each other or in a remote storage facility.

10. **Actual Costs.**

- 10.1. If the actual costs of compiling, producing and reproducing requested books and records are less than or greater than the estimated costs, the Association will submit a final invoice to the Owner on or before the thirtieth (30th) business day after the date the requested books and records are delivered.
- 10.2. If the final invoice includes additional amounts due from the Owner, the Owner is required to pay the additional amount to the Association before the thirtieth (30th) business day after the date the invoice is sent to the Owner.
- 10.3. If the final invoice indicates that the actual costs are less than the estimated costs, the Association must refund the excess amount paid by the Owner not later than the thirtieth (30th) business day after the date the invoice is sent to the Owner.
- 10.4. If the Owner fails to pay to the Association the additional amounts shown in the final invoice in accordance with Subsection 10.1 above, the Association may add the additional amount to the Owner's assessment account as an assessment.

11. **Books and Records Not Required to be Produced.**

- 11.1. To the extent the requested information is not located in meeting minutes, unless an Owner whose records are the subject of a request provides express written approval to the Association or unless a court order is issued directing either the release of books and records or that books and records be made available for inspection, the Association is not required to release or allow inspection of books and records that:
 - a. identify the history of violations of dedicatory instruments of an individual Owner;
 - b. disclose an Owner's personal financial information, including records of payment or nonpayment of amounts due the Association;
 - c. disclose an Owner's contact information or Owner's address;
or
 - d. disclose information related to an employee of the Association, including personnel files.
- 11.2. In addition, information may be released in an aggregate or summary manner that will not identify an individual property Owner.

12. **Business Day.** As used in this policy, "business day" means a day other than a Saturday, Sunday or state or federal holiday.

DOCUMENT RETENTION POLICY

for

STILLHOUSE CANYON CONDOMINIUM HOMEOWNERS ASSOCIATION, INC.

THE STATE OF TEXAS §
COUNTY OF TRAVIS §

I, Marc Duchan, Secretary of Stillhouse Canyon Condominium Homeowners Association, Inc. (the "Association"), do hereby certify that at a meeting of the Board of Directors of the Association (the "Board") duly called and held on the 3 day of November, 2021, with at least a quorum of the Board members being present and remaining throughout, and being duly authorized to transact business, the following Document Retention Policy was duly approved by a majority vote of the members of the Board:

RECITALS:

- 1. The property encumbered by this Document Retention Policy is that property restricted by the "2001 Revised Declaration of Covenants, Conditions and Restrictions for the Stillhouse Canyon Condominiums Austin, Texas", recorded in the Official Public Records of Real Property of Travis County, Texas, under Clerk's File No. 2001096410, as same has been or may be amended and/or supplemented from time to time ("Declaration"), and any other property which has been or may be subsequently annexed thereto and made subject to the authority of the Association.
2. Chapter 82 of the Texas Property Code was amended to add Section 82.1141(l) to set forth document retention procedures and to require condominium unit owners' associations to adopt and record document retention policies consistent with the procedures set forth in the statute.
3. The Board of Directors of the Association desires to adopt a policy relating to the retention of various types of financial and other records of the Association.
4. This Document Retention Policy replaces and supersedes any previous records retention policy, if any, adopted by the Association.

POLICY:

This Policy provides for the future systematic review, retention, and destruction of documents received or created by the Association in connection with the transaction of the Association's business. This Policy covers all records and documents, regardless of physical form, and contains guidelines for how long certain documents should be kept and how records should be destroyed.

It is the policy of the Association to retain the records of the Association listed below for the periods of time set forth below. Documents that may not be specifically listed will be retained for the time period of the documents most closely related to them as listed below. Electronic documents will be retained as if they were paper documents. Therefore, any electronic files that fall into one of the document types listed below will be maintained for the identified time period. Provided, however, at the option of the Board of Directors, documents may be retained for a longer period of time. The Association is not required to retain any other records. As used herein, "records" means documents originated or obtained by the Association in connection with its operations, whether a paper document or a document in electronic form.

1. Retention Periods.

DOCUMENT TYPE	DEFINED	TIME PERIOD	EXCEPTION
Account Records of Current Owners	Member assessment records	Five (5) years	Unless period of ownership exceeds five (5) years, then retain last five (5) years.
Audit Records	Independent Audit Records	Seven (7) years	
Bylaws	And all amendments	Permanently	
Certificate of Formation	And all amendments	Permanently	
Contracts	Final contracts between the Association and another entity	Later of completion of performance or expiration of the contract term plus four (4) years	
Financial Books & Records	Year End Financial Records and supporting documents including detailed accounts of receipts and expenditures affecting the Project and its administration	Seven (7) years	
Minutes of Board & Owners Meetings	Board minutes and written consents in lieu of a meeting;	Seven (7) years	

	Annual and special member meetings		
Restrictive Covenants	And all amendments	Permanently	
All Other Dedicatory Instruments¹	And all amendments	Permanently	
Tax Returns	Federal and State Income and Franchise Tax Returns and supporting documentation	Seven (7) years	

2. Destruction of Documents.

The documents listed in Section 1 above, will be destroyed as soon as practicable when the applicable retention period expires. Other documents of the Association not listed in Section 1 above, will be destroyed when deemed appropriate by the Board of Directors of the Association. Destruction of paper documents will be by shredding, bagging and trash pick-up, unless another method of destroying the documents is approved by the Board of Directors of the Association. Destruction of electronic documents will be by deletion from hard disks and reformatting of removable disks. Provided, however, immediately upon learning of an investigation or court proceeding involving an Association matter, all documents and records (both hard copy and electronic, including e-mail) related to the investigation or proceeding must be preserved; this exception supersedes any established destruction schedule for the records in question to the contrary.

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¹ As defined by § 82.003(a)(11-a) of the Texas Property Code.

I hereby certify that I am the duly elected, qualified and acting Secretary of the Association and that the foregoing Document Retention Policy was approved by a majority vote of the Board of Directors as set forth above and now appears in the books and records of the Association, to be effective upon recording in the Official Public Records of Real Property of Travis County, Texas.

TO CERTIFY which witness my hand this the 15 day of November, 2021.

Stillhouse Canyon Condominium Homeowners Association, Inc.

By: [Signature]

Printed: Marc Duchon

Its: Secretary

THE STATE OF TEXAS §
COUNTY OF Travis §

BEFORE ME, the undersigned notary public, on this 15 day of November, 2021 personally appeared Marc Duchon, Secretary of Stillhouse Canyon Condominium Homeowners Association, Inc., known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that s/he executed the same for the purpose and in the capacity therein expressed.

[Signature]
Notary Public in and for the State of Texas



DISPLAY OF RELIGIOUS ITEMS POLICY
for
STILLHOUSE CANYON CONDOMINIUM HOMEOWNERS ASSOCIATION, INC.

STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

I, Marc Duchon, Secretary of Stillhouse Canyon Condominium Homeowners Association, Inc. (the "Association"), do hereby certify that at a meeting of the Board of Directors of the Association (the "Board") duly called and held on the 3 day of November, 2021, with at least a quorum of the Board members being present and remaining throughout, and being duly authorized to transact business, the following Display of Religious Items Policy was duly approved by a majority vote of the members of the Board:

RECITALS:

1. The property encumbered by this Display of Religious Items Policy is that property restricted by the "2001 Revised Declaration of Covenants, Conditions and Restrictions for the Stillhouse Canyon Condominiums Austin, Texas", recorded in the Official Public Records of Real Property of Travis County, Texas, under Clerk's File No. 2001096410, as same has been or may be amended and/or supplemented from time to time ("Declaration"), and any other property which has been or may be subsequently annexed thereto and made subject to the authority of the Association.
2. Section 202.018 of the Texas Property Code (the "Code") gives owners and residents certain statutory rights to install religious items subject to the right of the Association to adopt certain rules and regulations regulating the religious items and placement.
3. The Board of Directors of the Association desires to adopt a display of religious items policy consistent with the provisions of Section 202.018 of the Code.
4. This Display of Religious Items Policy replaces and supersedes any previously recorded or implemented policy that addresses the subjects contained herein, if any, adopted by the Association.

POLICY:

Owners and residents are generally permitted to display or affix one or more religious items on the owner's or resident's property or dwelling, the display of which is motivated by the owner's or resident's sincere religious belief.

ACC Application Required. Before a religious display contemplated by the Code is displayed or affixed on an owner's or resident's property, an ACC application must be submitted to the Association and approved in writing in accordance with the Declaration. The following information must be included with the application:

- a. Type and description of religious display;
- b. Site plan indicating the location of the proposed religious display with respect to any applicable building line, right-of-way, setback or easement on the owner's or resident's property.

Notwithstanding the foregoing, one or more religious items displayed or affixed on the entry of an owner's or resident's dwelling, not exceeding twenty-five (25) square inches, shall not require ACC approval. All other religious displays shall require ACC approval as set forth above.

The display or affixing of a religious item on the owner's or resident's property or dwelling is prohibited under the following circumstances:

1. The item threatens the public health or safety;
2. The item violates a law other than a law prohibiting the display of religious speech;
3. The item contains language, graphics or any display that is patently offensive to a passerby for reasons other than its religious content;
4. The item is installed on property:
 - a. owned or maintained by the Association; or
 - b. owned in common by members of the Association.
5. The item violates any building line, right-of-way, setback or easement that applies to the religious item pursuant to a law or the Association's dedicatory instruments; or
6. The item is attached to a traffic control device, street lamp, fire hydrant or utility sign, pole or fixture.

Any installation not in compliance with this Policy will be considered a violation of the dedicatory instruments governing the subdivision.

I hereby certify that I am the duly elected, qualified and acting Secretary of the Association and that the foregoing Display of Religious Items Policy was approved by a majority vote of the Board of Directors as set forth above and now appears in the books and records of the Association, to be effective upon recording in the Official Public Records of Real Property of Travis County, Texas.

TO CERTIFY which witness my hand this the 15 day of November, 2021.

Stillhouse Canyon Condominium Homeowners Association, Inc.

By: Marc Duchon

Printed: Marc Duchon

Its: Secretary

THE STATE OF TEXAS §
COUNTY OF Travis §

BEFORE ME, the undersigned notary public, on this 15 day of November, 2021 personally appeared Marc Duchon, Secretary of Stillhouse Canyon Condominium Homeowners Association, Inc. known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purpose and in the capacity therein expressed.

[Signature]
Notary Public in and for the State of Texas



3.03 *Notice of Meetings.* It is the duty of the Secretary to send to each Owner written notice of each annual or special meeting of the Association stating the purpose of the meeting, as well as the time and place where it is to be held. Such notice may be delivered personally, by mail, by facsimile, and to the extent expressly authorized by statute, by electronic message. If an Owner desires that notice be given at an address other than the Unit, the Owners must provide the alternative address for the purpose of receiving notice in writing to the Secretary of the Association. Notice by facsimile or electronic mail must be sent to the facsimile number or electronic mail address provided to the Association in writing by that Owner. Notice must be served not less than ten (10) nor more than fifty (50) days before a meeting. If mailed, the notice of a meeting is deemed to be delivered when deposited in the United States mail, first class postage pre-paid, addressed to the Owner. If faxed, the notice is deemed to be delivered as of the date and time shown on a written confirmation that the facsimile was successfully transmitted. If sent by electronic message, the notice is deemed to be delivered as provided by applicable statute.

The Board of Directors may use any other means to deliver a notice of a meeting that may become available with advancements in technology, provided that notice by such means is authorized by statute. Notwithstanding anything contained herein to the contrary, the Association may use an alternative method that may be used to provide notice to Owners provided that the Owner to whom the notice is provided has affirmatively opted to allow the Association to use the alternative method of providing notice.

3. Article III, Section 3.05 of the Bylaws entitled "**Proxies**", is amended and restated to read as follows:

3.05 *Proxies.* All proxies shall be in writing, executed by the Owner and filed with the Association before the appointed time of each meeting. Only the proxy approved by the Board will be used in the vote or election. Every proxy is revocable and automatically ceases upon (i) conveyance by the Owner of the Owner's interest in a Unit; (ii) receipt of notice by the Secretary of the death or judicially declared incompetence of an Owner; (iii) receipt of written revocation; (iv) appearing in person at the meeting for which the proxy was executed and requesting revocation of the proxy; or (v) expiration of eleven (11) months from the day of the proxy. In the event an Owner executes more than one (1) proxy, the proxy with the most current date is valid. Proxies not delivered prior to the start of any meeting are not valid and will not be counted.

4. Article III, Section 3.06, entitled "**Voting**", of the Bylaws is amended and restated to read as follows:

3.06 *Voting.* The Owner or Owners (collectively) of each Condominium Unit shall be entitled to one vote in accordance with the Declaration.

Owners may vote by any one, or more, of the following methods as may be established by the Board: (1) in person, (2) by absentee ballot, (3) by proxy, (4) by any electronic means, or (5) other process approved by the Board. Facsimile proxies will be valid. Electronic voting will be valid pursuant to rules and regulations promulgated by the Board.

The Board is vested with the authority to determine, in its sole discretion, if Owners may vote on any issue to be voted upon by the Owners under these Bylaws by absentee ballot that is delivered or mailed to the Association or transmitted to the Association by facsimile or by electronic communication over the Internet or the Association network. At any election where there are an equal number of nominees as there are positions to be filled, the Board may determine that election by ballot or vote is not required and may declare that the nominees are elected by unanimous consent or acclamation. Notwithstanding anything contained in these Bylaws to the contrary, a proxy may only be issued by an Owner to another Owner.

5. Article III, of the Bylaws, is amended to add Section 3.07, entitled "**Absentee Ballots**", as follows:

3.07 *Absentee Ballots.* Notwithstanding any other language in these Bylaws, a majority of the Board may, but is not required to, authorize the use and implementation of an absentee ballot in any election or other Association-wide vote that it deems appropriate. Completed ballots will be returned to the Association in accordance with the instructions contained on the ballot. An absentee ballot will be counted as an Owner present and voting for the purpose of establishing a quorum only for items appearing on the ballot. The Board may authorize voting in the election of Directors by absentee ballot in addition to any other voting method authorized by the Board for the election of Directors.

6. Article IV, Section 4.05, entitled "**Action Taken Without a Meeting**", of the Bylaws is amended and restated to read as follows:

4.05 *Action Taken Without a Meeting.* Directors shall have the right to take any action, except those actions prohibited by statute,

in the absence of a meeting which they could take at a meeting by obtaining the written approval of a majority of directors. Any action so approved shall have the same effect as though taken at a meeting of the directors.

7. Article IV, Section 4.06 entitled "**Voting**", of the Bylaws is amended and restated to read as follows:

4.06 *Voting*. Each director shall be entitled to one vote for all matters coming before the Board. A secret ballot shall be utilized upon approval by a majority of the board for a vote on a single motion.

8. Article VI, Section 6.04, entitled "**In person or by telephone**", of the Bylaws is amended and restated to read as follows:

6.04 *Methods of Meeting*. The Board of Directors may participate in and hold a regular or special meeting by means of:

(a) conference telephone or similar communication equipment by which all persons participating in the meeting can hear each other; or

(b) another suitable electronic communications system, including video conferencing technology or the Internet, only if:

- i. the system provides access to the meeting in a manner or using a method by which each director participating in the meeting can communicate concurrently with each other participant.
- ii. all directors may hear and be heard by every other director;
- iii. the meeting does not involve voting on a fine, damage assessment, appeal from a denial of architectural control approval, or suspension of a right of a particular association member before the member has an opportunity to attend a board meeting to present the member's position, including any defense, on the issue;
- iv. except for any portion of the meeting conducted in executive session, all Owners in attendance at the meeting may hear all directors and Owners are allowed to listen using any electronic or telephonic communication method used or expected to be used by a director to participate; and

- v. the notice of the meeting includes instructions for Owners to access any communication method required to be accessible under subsection (iv) above.

Participation in a meeting by conference telephone or similar communication or video conferencing technology or the Internet will constitute presence in person at such meeting except where a director participates in the meeting for the express purpose of objecting to the transaction of any business on the grounds that the meeting is not lawfully called or convened.

9. Article VIII, Section 8.08(d), entitled "**Treasurer**", of the Bylaws is amended and restated to read as follows:

(d) *Treasurer.* To the extent such activities have not been delegated to a managing agent for the Association, the treasurer shall receive and deposit in appropriate bank accounts all monies of the Association and disburse such funds as directed by resolution of the Board; shall keep proper books of account; and shall prepare an annual budget for the forthcoming year and a statement of income and expenditures for the previous year, to be presented to the membership at its regular annual meeting. All checks may be signed by an authorized representative of the Association management company unless the Board determines by majority vote that one officer of the Association must also sign.

Except as amended herein, all provisions of the Bylaws of the Association, as previously amended, remain in full force and effect.

I hereby certify that I am the duly elected, qualified and acting Secretary of the Association and that the foregoing resolution was approved as set forth above and now appears in the books and records of the Association.

[This space intentionally left blank]

TO CERTIFY which witness my hand this the 15 day of November, 2021.

STILLHOUSE CANYON CONDOMINIUM
HOMEOWNERS ASSOCIATION, INC.

By: [Signature]

Printed: Marc Duchan

Its: Secretary

STATE OF TEXAS §
 §
COUNTY OF Tarrant §

This instrument was acknowledged before me on 15 day of November, 2021 by Marc Duchan, Secretary of Stillhouse Canyon Condominium Homeowners Association, Inc. on behalf of said corporation.

[Signature]
Notary Public in and for the State of Texas

