

**ELEVENTH SUPPLEMENT TO THE
NOTICES OF FILING OF DEDICATORY INSTRUMENTS
FOR HERITAGE RANCH**

[Charter of Infrastructure Committee; Charter of Marketing and Communications Committee;
Theatre Guild Bylaws; Pickleball Club Bylaws; Road Runners Travel Club Bylaws; Chorale
Bylaws; Democratic Club Bylaws; Charter of Golf Committee; Ranch Reporter Guidelines;
Sports Court Rules & Regulations]

STATE OF TEXAS §
 § **KNOW ALL MEN BY THESE PRESENTS:**
COUNTY OF COLLIN §

THIS ELEVENTH SUPPLEMENT TO THE NOTICE OF FILING OF DEDICATORY INSTRUMENTS FOR HERITAGE RANCH (this “Eleventh Supplement”) is made this 2nd day of January, 2024, by The Homeowners Association of Heritage Ranch, Inc. (the “Association”).

WITNESSETH:

WHEREAS, U.S. Home Corporation (“Declarant”) prepared and recorded an instrument entitled “First Amended and Restated Declaration of Covenants, Conditions and Restrictions for Heritage Ranch” filed of record on or about March 15, 2001, and refiled on March 20, 2001, as Instrument No. 2001-0029029, at Volume 04879, Page 01570 *et seq.*, of the Real Property Records of Collin County, Texas, as amended and supplemented (the “Declaration”); and

WHEREAS, Section 202.006 of the Texas Property Code provides that a property owners’ association must file each dedicatory instrument governing the association that has not been previously recorded in the real property records of the county in which the planned development is located; and

WHEREAS, on or about November 13, 2002, the Association filed a Notice of Filing of Dedicatory Instruments for Heritage Ranch at Volume 05296, Page 04427 *et seq.* of the Real Property Records of Collin County, Texas (the “Notice”); and

WHEREAS, on or about February 4, 2003, the Association filed a “First Supplement to Notice of Filing of Dedicatory Instruments for Heritage Ranch” in Volume 5349, Page 005817 *et seq.* of the Real Property Records of Collin County, Texas (the “First Supplement”); and

WHEREAS, on or about December 23, 2003, the Association filed a Second Supplement to Notice of Filing of Dedicatory Instruments for Heritage Ranch at Volume 5571, Page 000035 *et seq.* of the Real Property Records of Collin County, Texas (the “Second Supplement”); and

WHEREAS, on or about October 22, 2004, the Association filed a First Amendment to Notice of Filing of Dedicatory Instruments for Heritage Ranch at Volume 5780, Page 03187 *et seq.* of the Real Property Records of Collin County, Texas (the “First Amendment”); and

WHEREAS, on or about August 8, 2005, the Association filed a Corrected First Supplement to Notice of Filing of Dedicatory Instruments for Heritage Ranch at Volume 5976, Page 00016 *et seq.* of the Real Property Records of Collin County, Texas (the “Corrected First Supplement”); and

WHEREAS, on or about November 9, 2005, the Association filed a Third Supplement to Notice of Filing of Dedicatory Instruments for Heritage Ranch at Volume 06042, Page 03874 *et seq.* of the Real Property Records of Collin County, Texas (the “Third Supplement”); and

WHEREAS, on or about October 28, 2009, the Association filed a Second Amendment to Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20091028001317340 of the Real Property Records of Collin County, Texas (the “Second Amendment”); and

WHEREAS, on or about January 30, 2012, the Association filed a Fourth Supplement to Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20120130000100000 of the Real Property Records of Collin County, Texas (the “Fourth Supplement”); and

WHEREAS, on or about October 16, 2012, the Association filed a Fifth Supplement to Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20121016001311940 of the Real Property Records of Collin County, Texas (the “Fifth Supplement”) and

WHEREAS, on or about March 4, 2014, the Association filed a Supplement and Amendment to Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 2014000304000197150 of the Real Property Records of Collin County, Texas (the “Supplement/Amendment”) and

WHEREAS, on or about April 23, 2015, the Association filed a Second Supplement and Amendment to Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20150423000460620 of the Real Property Records of Collin County, Texas (the “Second Supplement/Amendment”) and

WHEREAS, on or about March 16, 2016, the Association filed an Amendment to Notices of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20160316000311070 of the Real Property Records of Collin County, Texas (the “Amendment”); and

WHEREAS, on or about March 3, 2017, the Association filed a Supplement and Amendment to Notices of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20170303000279520 of the Real Property Records of Collin County, Texas (the “Amendment”); and

WHEREAS, on or about March 16, 2018, the Association filed an Amendment to Notices of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20180316000325960 of the Real Property Records of Collin County, Texas (the “Amendment”); and

WHEREAS, on or about November 7, 2018, the Association filed a Supplement and Amendment to Notices of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20181107001386440 of the Real Property Records of Collin County, Texas (the “Supplement/Amendment”); and

WHEREAS, on or about December 26, 2019, the Association filed another Supplement and Amendment to Notices of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20191226001637270 of the Real Property Records of Collin County, Texas (the “2019 Supplement/Amendment”); and

WHEREAS, on or about March 26, 2021, the Association filed a Sixth Supplement to the Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 20210326000604770 of the Real Property Records of Collin County, Texas (the “Sixth Supplement”); and

WHEREAS, on or about May 27, 2021, the Association filed a Seventh Supplement to the Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 202105270010757720 of the Real Property Records of Collin County, Texas (the “Seventh Supplement”); and

WHEREAS, on or about August 27, 2021, the Association filed a Notice of Filing for Heritage Ranch as Document No. 20210827001747540 of the Real Property Records of Collin County Texas (the “2021 Legislative Policies”); and

WHEREAS, on or about May 25, 2022, the Association filed an Eighth Supplement to the Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 2022000083379 of the Real Property Records of Collin County, Texas (the “Eighth Supplement”); and

WHEREAS, on or about November 1, 2022, the Association filed a Ninth Supplement to the Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 2022000159977 of the Real Property Records of Collin County, Texas (the “Ninth Supplement”); and

WHEREAS, on or about March 28, 2023, the Association filed a Tenth Supplement to the Notice of Filing of Dedicatory Instruments for Heritage Ranch as Document No. 2023000032314 of the Real Property Records of Collin County, Texas (the “Tenth Supplement”); and

WHEREAS, the Association desires to again supplement the Notice with the dedicatory instruments attached hereto as **Exhibit “A”** and incorporated herein by reference.

NOW, THEREFORE, the dedicatory instruments attached hereto as **Exhibit “A”** are true and correct copies of the originals and are hereby filed of record in the Real Property Records of Collin County, Texas, in accordance with the requirements of Section 202.006 of the Texas Property Code.

IN WITNESS WHEREOF, the Association has caused this Eleventh Supplement to be executed by its duly authorized agent as of the date first above written.

THE HOMEOWNERS ASSOCIATION OF HERITAGE RANCH, INC., a Texas non-profit corporation

By: *Linda Judd*
Name: LINDA JUDD
Title: Treasurer

ACKNOWLEDGMENT

STATE OF TEXAS §
 §
COUNTY OF COLLIN §

BEFORE ME, the undersigned authority, on this day personally appeared Linda Judd of The Homeowners Association of Heritage Ranch, 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 purposes and consideration therein expressed on behalf of said corporation.

SUBSCRIBED AND SWORN TO BEFORE ME on this 2nd day of January 2024.

Christi Trevino
Notary Public - State of Texas

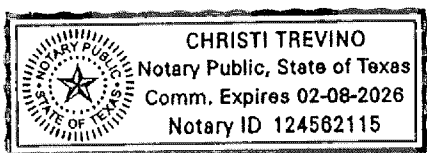


EXHIBIT "A"

- A-1 Charter of the Infrastructure Committee
- A-2 Charter of the Marketing and Communications Committee
- A-3 Heritage Ranch Theatre Guild Bylaws
- A-4 Heritage Ranch Pickleball Club (HRPC) Bylaws
- A-5 Heritage Ranch Road Runners Travel Club Bylaws
- A-6 Heritage Ranch Chorale Bylaws
- A-7 The Democratic Club at Heritage Ranch Bylaws (Revised 2023)
- A-8 Charter of the Golf Committee
- A-9 Ranch Reporter Guidelines
- A-10 Sports Courts Rules & Regulations (Article III)

CHARTER OF THE INFRASTRUCTURE COMMITTEE OF THE HERITAGE RANCH HOA BOARD OF DIRECTORS

As approved by the Heritage Ranch HOA Board of Directors (Board), the Infrastructure Committee of the Board is hereby formed as a standing committee, with the following:

MISSION: The Mission of the Committee is to work with HOA Management to try to ensure that all assets are well maintained and operating at a level that is satisfactory to our residents and present a positive image in the community.

AUTHORITY: The Committee is authorized to research and obtain information relevant to the maintenance, repair and the overall condition of the infrastructure at Heritage Ranch and to work directly with HOA Management to achieve the mission.

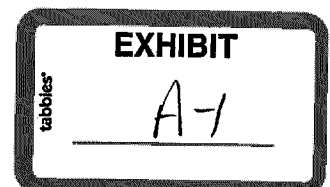
The Committee is authorized to approve expenditures for maintenance and repairs that are included in the approved operating budget. The replacement and maintenance of assets from the reserve fund require Board approval. The Committee shall make recommendations to the Board with the input from Community and Golf Management concerning infrastructure issues.

Voting members of the Infrastructure Committee shall include those individuals appointed by the Committee Chairperson and serving on the various workgroups and projects of the Committee, excluding guests, HOA staff, resident observers, and liaisons from the Board or other committees.

PURPOSE: The purpose of the Infrastructure Committee is to review and inspect the assets and work with HOA Management to maintain the assets in first class condition. These assets include but are not limited to the Clubhouse, Golf Course (excluding landscaping, bunkers and fairways maintained by HOA staff) Common Area, and such other assets as deemed necessary.

GOALS:

- Develop and maintain a professional relationship with the Board, Community Management Contractors (Management) and the residents of Heritage Ranch.
- Inventory and document all information associated with the facilities at Heritage Ranch.
- Work with all functional areas for the continuing proper care of the landscaping, and function as a focal point for issues related to the common areas and landscaping.
- Work with all functional areas for the continuing proper maintenance and repair of the physical assets at Heritage Ranch.
- Gather and maintain information related to the retaining walls in the common areas and review them for condition and adequate maintenance.
- Review and update the reserve fund documents to reflect the expected life and replacement costs. Recommend changes to the HOA Board.



- Maintain policies and procedures as required for the functioning of the Infrastructure Committee.
- Carry out special projects as set forth by the Board or the Infrastructure Committee.
- Work on the annual budget by providing input and recommendations to the Board.

GUIDELINES: The Infrastructure Committee (Committee):

- Will serve at the pleasure of the Board,
- Will verify that all financial decisions will be/are approved by the Board,
- May be privileged to information that should be held confidential and shared only within the Committee and Board,
- Will work with HOA Management and other committees on budgeting, management issues, scheduling, etc. If the Committee and Management are not in agreement on any issue, the issue will be resolved by the Board,
- Will work with HOA Management to provide a well-maintained facility,
- Will have a Board member appointed as an advisor to the Committee to help facilitate communications between the Committee and Board, and,
- Will invite the Board member advisor to attend any and all Committee meetings at his/her convenience.

CHAIR GUIDELINES: The Infrastructure Committee Chair will:

- Be appointed by the HOA Board.
- Serve a maximum term limit of up to four years, formally reappointed annually by the HOA Board.
- Be available to the Board and email proficient.
- Will preside over Committee proceedings and, upon consulting with Committee members, coordinate meeting schedules, agenda and assign tasking and responsibilities.
- Fully share information with his/her Committee and the Board.
- Sign the Heritage Ranch *Conflict of Interest Policy and Declaration Form*.
- Add and/or remove members of the Committee when necessary.

COMMITTEE MEMBER GUIDELINES: The Committee Members will:

- Place the interest of the HOA and the Committee operation above their personal interests.
- Work cooperatively with the other Committee Members, HOA Management and the HOA Board to enhance the Committee Operations for the benefit of the homeowners.
- Sign the *Conflict-of-Interest Policy and Declaration Form*.
- Complete tasks assigned by the Chair.
- Attend the monthly Committee meeting; notify the Chair if unable to attend.
- Timely respond to emails from the Committee Members and/or the HOA Management.
- Be an advocate of the Infrastructure Committee within Heritage Ranch.

COMPOSITION: The Committee will be composed of residents of Heritage Ranch and organized into workgroups.

GENERAL: Committee meetings are open to any HOA member in good standing, according to the Heritage Ranch Bylaws, Section C, 3.15. The meeting schedule and minutes will be published on the HR web site.

Any matter to be brought before the Committee for a vote should be submitted in writing to the Chairperson or Secretary at least seven calendar days prior to the meeting date, and distributed to the Committee at least five calendar days in advance of each scheduled meeting. All voting at the committee level shall be done by voting members in person at any regular or special called

meeting. Absentee voting may be allowed by the standing committee chairperson at his/her discretion within the guidelines stated below:

An absentee ballot represents a vote by a voting member not able to be present at a particular meeting. Such a vote is allowable if it is in writing, signed by the member and delivered to the committee chairperson ~~at least two days~~ prior to the meeting at which the item is to be discussed and/or voted upon.

Each voting member of a standing committee may exercise his/her right to vote in person at a committee meeting or by absentee ballot. **Voting rights attach to and may be exercised by voting members only.**

COMMITTEE PRODUCTS: The Committee, by working with HOA Management, will provide the Board a facility that the residents are proud of and that is an asset to the community. The Committee will provide the Board with reports as necessary for monthly Board meetings. The Committee will work on the annual budget process and make recommendations and priorities for the annual budget. The Committee will also review the Heritage Ranch Reserve Report to ensure that all reserves are adequate.

Amended by the Infrastructure Standing Committee of the Board on August 23, 2023.



Clara Bahner, Chairperson

Approved by the HOA Board of Directors on 9/12, 2023



Ken Chadee, President

CHARTER OF THE MARKETING AND COMMUNICATIONS COMMITTEE OF THE HERITAGE RANCH HOA BOARD OF DIRECTORS

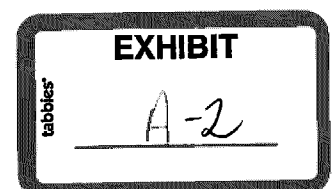
As approved by the Heritage Ranch HOA Board of Directors (Board), the Marketing and Communications Committee (Committee) is hereby formed as a standing committee, with the following:

MISSION

The mission of the Committee is to oversee the development and implementation of branding, marketing and communications strategies that support the long- and short-term goals of the Heritage Ranch Board of Directors.

AUTHORITY

- The Committee is authorized to provide the Board with an analysis of the marketing and communications needs of Heritage Ranch, without regard to existing processes, management preferences or the status quo.
- The Committee is authorized to participate in and provide guidance on the positioning of the Heritage Ranch brand and to recommend brand changes to the Board.
- The Committee is authorized to participate in the development of marketing and communications strategies that support the brand and to recommend those strategies to the Board.
- The Committee is authorized to protect the Heritage Ranch brand by requiring the consistent application of the Board-approved Heritage Ranch logo and brand messaging, as well as the use of professional design, editorial and presentation standards in all marketing and communications products.
- The Committee is authorized to participate with HOA Management in the selection of contracted vendors of marketing and communications services and to recommend that selection to the Board.
- The Committee is authorized to provide guidance to HOA Management and vendors on the content, timing and channels used to execute the marketing strategies of Heritage Ranch.
- The Committee is authorized to provide guidance to HOA Management and vendors on the content, timing and channels used to communicate information to Heritage Ranch residents.
- The Committee is authorized to provide guidance to HOA Management in the development of the annual marketing and communications budgets.



PURPOSE

The purpose of the Committee is to maximize the effectiveness of Heritage Ranch's marketing and communications to support the community's long- and short-term prosperity.

GOALS

- Support continued increases in HOA internal and external revenues from all sources.
- Promote and defend the Heritage Ranch brand.
- Position Heritage Ranch as a premier Active Adult Community in North Texas to realtors and potential purchasers of homes in the community.
- Effectively communicate information about the HOA and Ranch activities to all residents.

GUIDELINES

The Committee will:

- Serve at the pleasure of the Board.
- Hold confidential all privileged information, sharing it only within the Committee and the Board.
- Work with HOA Management and other committees on budgeting, management and administrative issues and scheduling. If the Committee and Management are not in agreement on any issue, the issue will be resolved by the Board.
- As needed, maintain and update guidelines and policies concerning Heritage Ranch communications channels.
- Invite the appointed Board member advisor to attend all meetings of the Committee at his or her convenience.

CHAIR GUIDELINES

The Committee Chair will:

- Be appointed by the HOA Board.
- Serve a maximum term of up to four years, formally reappointed annually by the HOA Board.
- Be available to the Board on marketing and communications issues and serve as a resource to other Committees.
- Preside over Committee proceedings and assign tasks and responsibilities to committee members.
- Fully share information with Committee Members and the Board.
- Sign and adhere to the Heritage Ranch Conflict of Interest Policy and Declaration Form.
- Add and/or remove members of the Committee as necessary.
- Appoint a vice-chair, secretary and other officers of the Committee as necessary.

COMMITTEE MEMBER GUIDELINES

The Committee Members will:

- Place the interest of the HOA and the Committee operation above their personal interests.
- Work collaboratively with other committee members, HOA Management and the Board to enhance Committee operations for the benefit of all homeowners.
- Sign and adhere to the Heritage Ranch Conflict of Interest Policy and Declaration Form.
- Complete tasks assigned by the Chair.
- Attend the monthly Committee meeting; notify the Chair if unable to attend.
- Respond in a timely manner to emails from Committee Members and HOA Management.
- Be an advocate of the Marketing and Communications Committee with homeowners.

COMPOSITION

- The Committee will be composed of Heritage Ranch residents, HOA Management representatives, and WGP representatives, plus vendor representatives as necessary and as appropriate.
- To the extent possible, Committee members will have had career experience in the marketing and / or communications professions.
- Committee members may be organized into workgroups to address specific issues, at the Chair's discretion.
- Voting members will be appointed by the Committee Chair.

GENERAL

- Committee meetings are open to any HOA member in good standing, according to the Heritage Ranch Bylaws, Section C, 3.15. The meeting schedule and minutes will be published on the Heritage Ranch website.
- Any matter brought before the Committee should be submitted in writing to the Chairperson or Secretary at least seven calendar days prior to the meeting date and distributed to the Committee at least five calendar days in advance of each scheduled meeting. All voting at the committee level shall be done by voting members in person at any regular or specially called meeting. Absentee voting may be allowed by the standing committee chairperson at his/her discretion within the guidelines stated below:

An absentee ballot represents a vote by a voting member not able to be present at a particular meeting. Such a vote is allowable if it is in writing, signed by the member and delivered to the Committee Chairperson prior to the meeting at which the item is to be discussed and/or voted upon.

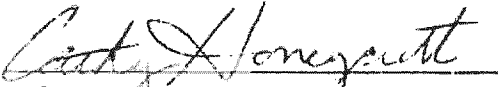
Each voting member of a standing committee may exercise his/her right to vote in person at a committee meeting or by absentee ballot. **Voting rights attach to and may be exercised by voting members only.**

- If a vote is required, a majority vote of those in attendance will be considered a quorum.

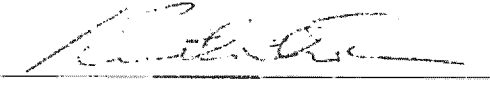
COMMITTEE PRODUCTS

- The Committee will recommend branding, marketing and communications strategies to the Board.
- The Committee will provide the Board with reports and recommendations as necessary on marketing and communications issues.
- The Committee will recommend marketing and communications expenditures for inclusion in the annual budget.

Approved as amended by the Marketing and Communications Committee
on August 8, 2021

By: 
Kathy Honeycutt, Chair

Approved by the HOA Board of Directors on August 12, 2023

By: 
Ken Chadee, President

**HERITAGE RANCH THEATRE GUILD
BYLAWS**

ARTICLE I

NAME

The name of the club is the Heritage Ranch Theatre Guild (Guild).

ARTICLE II

EFFECTIVE DATE

The effective date for the formation of the Heritage Ranch Theatre Guild shall be August 8, 2008.

ARTICLE III

PURPOSE

The Guild is an independent, non-profit entity that may develop and present Heritage Ranch productions for the enjoyment of our residents as well as the outside community.

ARTICLE IV

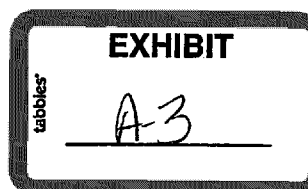
MEMBERSHIP

- A. The Guild is headquartered at Heritage Ranch and is made up of Heritage Ranch residents.
- B. Membership shall be open to anyone living in Heritage Ranch who enjoys performing, or who wishes to assist in other aspects of play production or administrative activities of the Guild. The only qualification is payment of the annual dues and a willingness to participate in the work of the Guild.

ARTICLE V

DUES

Dues are subject to change by recommendation of the Guild Board and a vote of the membership. Dues must be paid on or before March 31 of each year. The dues may be changed at the Annual Meeting or at a special meeting called specifically to address dues. Membership dues shall not be prorated.



Only Guild members with dues paid in good standing are eligible to vote or to be considered for office.

ARTICLE VI

OFFICERS/BOARD OF DIRECTORS

NOTE: For purposes of this document, it shall be assumed that all uses of the terms "Guild", "Board of Directors", "Board", "Officers", and "Members", refer specifically to the Heritage Ranch Theatre Guild (Guild) except where the HOA Board of Directors is referenced.

There shall be a Guild Board elected as provided, hereinafter referred to as the "Board."

Members of the Board shall be the President, Vice President, Secretary, Treasurer and Production Manager, who will exercise all powers of management of the Guild. Each Guild Officer shall serve without compensation.

ARTICLE VII

ELECTION AND TERMS OF OFFICE

The election of Officers shall take place during the Annual Membership Meeting in December of each year. Elected Officers will take office effective January 1 following the election.

Terms of office shall be for two (2) years and shall commence on January 1. The President and Treasurer shall be elected in the same year. The Secretary and Vice President shall be elected for a two (2) year term in alternate years. The Production Manager shall be elected annually for a one-year term. In the unforeseeable event that more than one Board position is vacated at the same time, a special election shall be convened by the Board.

Individuals residing in the same home may not serve on the Board concurrently.

ARTICLE VIII

DUTIES OF OFFICERS

PRESIDENT: The President shall be responsible for all operations of the Guild, participating in all events and activities; shall support the efforts and functions of all other Board members; shall ensure that all Board members and the general membership are apprised of their responsibilities, activities, and actions planned or in progress; shall preside at all Board and membership meetings; shall bring to the attention of the Board any and all grievances and complaints; and shall, with Board approval, appoint Committee chairpersons, as well as support and oversee the activities of Committees. The President shall attend all Activity Committee meetings.

VICE PRESIDENT: The Vice President shall participate in all Board and Guild activities and shall assume and perform all duties of the President when that individual is absent. The Vice

President shall serve the unexpired term of the President, should the President leave office. The Vice President shall head the Membership Committee. The Vice President shall chair the Nominating Committee for each general election of Board members.

SECRETARY: The Secretary shall record, transcribe, and maintain minutes of all Board and general membership meetings. A copy of the Board minutes shall be sent to each Board member, and a copy of all general membership minutes shall be sent to all Members. The Secretary shall maintain files and records pertaining to the Guild activities. The Secretary shall be responsible for communications to the Board and the membership as requested. The Secretary shall serve as Treasurer, if needed.

TREASURER: The Treasurer shall receive all membership dues and other funds unrelated to ticket sales of the Guild and deposit such funds in a noninterest bearing account of a recognized bank. The Treasurer shall sign all authorized warrants and checks drawn on funds of the Guild. All financial obligations shall be approved and authorized by the Board before payment. The Treasurer shall keep an itemized account of all financial transactions and render a report of receipts and disbursements at each meeting. The Treasurer shall maintain the membership roster to include the name, address, phone number and email address of each Member and shall provide the roster to the Secretary for distribution to the membership.

If ticket sales are necessary for performances or events of the Guild, revenues shall be collected by the Heritage Ranch Homeowners Association (HRHOA). The Treasurer shall keep an itemized account of all financial transactions for such events and render a report of receipts and disbursements at each meeting.

Production expenditures are paid by the Treasurer and reimbursed to the club by the HOA from ticket sales revenue. Expenditures in excess of one hundred dollars (\$100.00) which are non production related, must be approved by a quorum of the Board. Any Member presenting a bill to the Treasurer for expenses must present a valid receipt before reimbursement can be made.

PRODUCTION MANAGER: The Production Manager shall be responsible for the production and performance of plays.

ARTICLE IX

NON- BOARD MEMBERS AND COMMITTEES

Director and Managers: The Guild Board shall appoint a Director and other managers at its discretion, whose roles shall be defined by job descriptions approved by the Guild Board.

Play Selection Committee (PSC): The Play Selection Committee shall be a standing Committee reporting to the Board; and shall consist of no less than five (5) and no more than seven (7) appointed Members including the PSC Chair. Vacancies on the Committee shall be filled by appointment by the PSC Chair. The PSC is responsible for finding, reading, and recommending plays. The PSC shall recommend specific plays to the Board to be presented during the calendar year. The Board shall have final approval of the plays to be presented.

Committee members shall have term limits of two years but may be asked to continue for an additional two years.

Nominating Committee: To provide candidates for the annual election in December, the Vice President shall head a Nominating Committee, which shall be responsible for recruiting candidates for each vacant Board position and for preparing a ballot form containing the candidates' names for each office. If the Vice President is running for an office, the Board shall appoint the head of the Nominating Committee. The Nominating Committee shall be composed of the Vice President, or the Board-appointed Member, and four (4) Guild members selected by the Vice President or the Board-appointed Member.

Other Committees: The Guild Board shall appoint other Committees as it deems appropriate and shall authorize and define the powers and duties of such committees.

ARTICLE X

REMOVAL OF OFFICERS

Any officer may be removed from the Board for failure to attend three consecutively scheduled meetings of the Board, which have been duly noticed in accordance with notification of scheduled meetings.

A vacancy in any Board position shall be filled by the Board. The appointment shall be for the balance of the vacated term.

ARTICLE XI

GENERAL RULES

MEETINGS

General meetings of the membership shall be held at the discretion of the Guild Board. A quorum shall be required as defined below. Board meetings will normally be held once a month. A quorum for the Board shall be three of the five Members present. One annual membership meeting shall be held at a date and time determined by the Guild Board.

RULES OF ORDER AND QUORUM

Parliamentary procedures set forth in *Robert's Rules of Order* shall govern the meetings of the Guild. The quorum for general membership meetings of the Guild shall require a majority of the Board and either twenty-five (25%) of the membership or at least twelve (12) Members in attendance.

ELECTRONIC/EMAIL VOTES

A vote of the general membership on a particular measure may be held by electronic means, such as e-mail or other similar equipment, other than elections of officers, or any changes in

membership dues or changes in bylaws. A minimum of 25% of full voting members must participate in said electronic vote and a majority affirmative vote of those members participating shall carry the measure proposed.

GUEST PERFORMERS

The Board has the discretion to invite non-resident guest performers to appear in a particular production requiring an actor in a role for which no resident was deemed to be qualified during the audition process. The Board also has the discretion to invite non-resident guest Directors for a particular production for which there are no qualified resident Directors within the Heritage Ranch community. The invitation to the guest performer or Director must be approved by the HOA Board prior to the commencement of rehearsals as required by the Heritage Ranch Policy, "Non-Resident Participation," paragraph D.

PURCHASES

All technical equipment purchase requests shall be submitted to the Ballroom Improvements Sub-Committee for review, approval, and purchase. Such equipment shall become the property of the HOA. Set, production, performance supplies and materials (Consumables) purchased by the Guild for its own internal use are subject only to approval by the Guild membership and/or the Board as described in ARTICLE VIII, Treasurer's Duties.

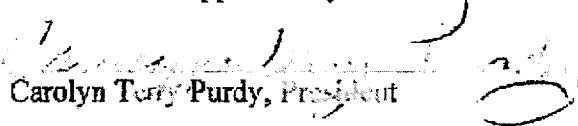
ARTICLE XII

AMENDMENTS

These Bylaws may be amended, appealed, or altered in whole or in part by a majority of the membership present at any regular or special meeting, provided that the general membership has been notified of such proposed action at least ten (10) days prior to such consideration. All proposals of amendments shall be submitted to the Board at least thirty (30) days prior to their consideration by the general membership. Any amendment(s) to these Bylaws must be approved by the HOA Board of Directors.

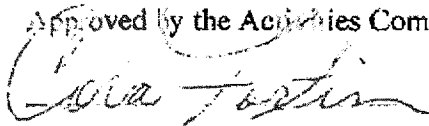
By-Laws initially approved 8/2/08, revised August 2012, and January 2016.

Amended and approved by HRTG Membership:


Carolyn Terry Purdy, President

Date: September 2023

Approved by the Activities Committee



Date: 10/9/23

Approved by the HOA Board



Date: 15.23

HERITAGE RANCH PICKLEBALL CLUB (HRPC) BYLAWS

ARTICLE I

NAME

The name of the association is the Heritage Ranch Pickleball Club (HRPC).

ARTICLE II

EFFECTIVE DATE

The effective date for the formation of the Heritage Ranch Pickleball Club shall be April 15, 2021.

ARTICLE III

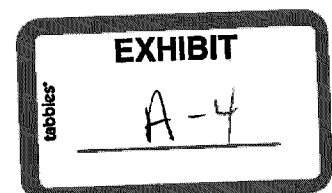
PURPOSE

The purpose is to encourage the growth of the sport of Pickleball in the Heritage Ranch community and to provide a fun, healthy, recreational activity for residents, and their guests.

ARTICLE IV

MEMBERSHIP

Primary voting membership shall be open to Heritage Ranch residents. Members will abide by the bylaws and actively support and participate in Club functions.



ARTICLE V

DUES

Annual dues are necessary to be eligible for full participation as a Member of this Club. The membership may agree to other assessments to cover maintenance and equipment replacement needs.

Annual membership dues shall be recommended by the HRPC Board and approved by the membership. Dues must be paid on or before the Annual Meeting of each year. The dues may be changed at the Annual Meeting or at a special meeting called specifically to address dues. Membership dues shall not be prorated. Only Members with dues paid in good standing are eligible to vote or to be considered for office.

ARTICLE VI

OFFICERS/HRPC BOARD OF DIRECTORS

The elected Officers of the Club shall be: President, Vice-President, Secretary, Treasurer and Members at Large (three). Additionally, an Advisor will be an appointed Board position. Any active Member of the Club is eligible for these offices; however, it is deemed necessary that at least the President or Vice- President be a year-round resident. The immediate Past President shall continue in an advisory capacity for two years following their term if needed, with no vote.

A couple residing in the same home cannot serve on the Board of Directors concurrently.

ARTICLE VII

ELECTION OF OFFICERS

The election of Officers shall take place during the Annual Membership Meeting. Terms of office shall be two years, from December 1st thru November 30th of each year. Vacancies in any office may be filled by an appointment of the President and then ratified by a majority of the Members at the next scheduled meeting.

Time, place, and frequency of meetings of the HRPC Board shall be determined by the HRPC Board. Officers shall be elected for a two-year term by simple majority vote of the membership present at the annual or special meeting. The President, Secretary and two members at-large shall be elected in odd years. The Vice President, Treasurer and one member at large shall be elected in even years. Officers may serve a maximum of two consecutive terms unless the candidate is unopposed and willing to accept the office.

ARTICLE VIII

DUTIES OF OFFICERS

The Officers shall attend and participate in HRPC meetings and regular membership meetings.

President

The President shall preside at all meetings of the HRPC, shall call all special meetings and direct all activities of the HRPC. The President shall also work in concert with the Heritage Ranch Activities Committee, to ensure cooperative understanding of all HOA events at Heritage Ranch. The President shall, with HRPC Board approval, appoint Committee chairpersons and serve ex-officio on all Committees. The President shall represent the HRPC on any advisory committees and unless routine, collect and implement consensus decisions on questionable issues.

Vice President

The Vice President shall act on behalf of the President during any absence and perform the duties of the President. The Vice President shall serve the unexpired term of the President should the President leave office, and a new Vice President shall be appointed by the new President and approved by the Board.

The Vice President shall represent the HRPC on any advisory committees. The Vice President shall be responsible for chairing the Nominating Committee.

Secretary

The Secretary shall record and maintain the minutes of each meeting and distribute them to the membership. The Secretary shall write all letters, invitation and thank you notes as deemed appropriate. The Secretary shall maintain a roster of all active Members and their standing.

Treasurer

The Treasurer shall receive all membership dues and other funds unrelated to ticket sales of the HRPC and deposit such funds in a noninterest-bearing account of a recognized bank. The Treasurer and President shall be authorized to sign all authorized warrants and checks drawn on funds of the HRPC. All financial obligations shall be approved and authorized by the HRPC before payment. The Treasurer shall keep an itemized account of all financial transactions and render a report of receipts and disbursements at each meeting.

Members at Large

Members at Large are Officers whose duties and responsibilities are not fixed but instead vary according to the needs of the Club and as directed by the other Officers of the HRPC Board. There will be three Members at Large elected.

Advisor

A HRPC Board Advisor is an individual with experience or other relevant expertise who advises the HRPC Board on Club strategy issues. The HRPC Board Advisor is voluntarily appointed and serve at the pleasure of the HRPC Board. This position is usually filled by a person who has advanced knowledge of pickleball and/or at present is credentialed in training and/or officiating with a recognized pickleball entity. The Board Advisor does not have voting rights and is not limited in years he/she may serve.

ARTICLE IX

REMOVAL OF OFFICERS

Any Officer may be removed from the HRPC Board for failure to attend three (3) consecutive scheduled meetings of the HRPC Board, which have been duly noticed in accordance with notification of scheduled meetings.

ARTICLE X

COMMITTEES

The HRPC Board shall authorize and define the powers and duties of Committees. Openings for Chairs and Members of said Committees shall be posted in order that volunteers can be accepted annually and approved by the HRPC Board. Each Committee shall obtain HRPC Board approval for all major Committee events.

Each Committee shall consist of a chairperson and members as deemed necessary and will serve for no less than one year.

The Committees shall work closely with the HRPC, in a mutually beneficial relationship.

Other committees may be formed as needed by HRPC.

NOMINATING COMMITTEE

The Vice President shall chair the Nominating Committee which shall consist of a minimum of three Members.

The Nominating Committee shall assemble a list of nominees who have expressed their interest to serve as an officer on the HRPC Board.

The Nominating Committee shall mail/email the proposed Slate of Officers to the Members thirty (30) days prior to the Annual Meeting and create the ballots for voting ten (10) days prior to the Annual Meeting.

ARTICLE XI

GENERAL RULES

It is suggested that all members follow the USA Pickleball CODE OF CONDUCT as follows:

The mission of USA Pickleball is to promote the growth and development of pickleball. This sport will succeed best if its players embrace the values of good sportsmanship. It is essential that USA Pickleball members and volunteers, in promoting this mission, model good behavior, lead by example, display respect, and show self-control. Every person involved in pickleball as a participant, official, volunteer, and representative of the USA Pickleball, or spectator, pledges as follows:

1. I will not engage in un-sportsman like conduct or encourage others to do so.
2. I will not engage in any behavior that would endanger the health, safety, or well-being of others.
3. I will not engage in the use of profanity.
4. I will treat others with respect.
5. I will exhibit fairness and honesty in my dealings with others.
6. I will not flaunt my position.
7. I will observe the Golden Rule of doing unto others as I would have them do unto me.

The above Code applies in all situations that relate directly, or indirectly, to pickleball play at Heritage Ranch or while representing Heritage Ranch while participating in remote pickleball play.

This Club and all Members will also adhere to HOA Regulations for the Sports Courts, Article VIII amended 2018.

Additional event fees may be charged for HRPC or other activities as deemed appropriate by the Committees, with HRPC Board approval.

A vote of the general membership on a particular measure (other than elections of Officers unless there is only one nominee for any given position), may be held by electronic means, such as: e-mail or remote voice/video. This includes any changes in membership dues or changes to bylaws. A majority of Members participating shall carry the measure/election proposed.

ARTICLE XII

AMENDMENT TO BYLAWS

These Bylaws may be altered, amended, or repealed by simple majority vote of the ballots cast at the regular Annual Meeting or at any special meeting of the Members called for that purpose.

The Members shall not have the power to change the purpose of the Association so as to decrease its rights and powers or to deprive any Member of rights and privileges then existing, or so to amend the Bylaws to deviate from the original intents and purposes of the Association.

Notice of any amendment to be made at a special meeting of the Members must be distributed to the membership at least ten (10) days before such meeting and must set forth the amendments to be considered.

Any amendments to these Bylaws must be approved by the HOA Board of Directors.

Approved by the Heritage Ranch Pickleball Club Membership

_____ Date _____

Approved by the Activities Committee Resident Organization

 _____ Date 1/18/23

Approved by the HR HOA Board

 _____ Date 8/18/23

HERITAGE RANCH ROAD RUNNERS TRAVEL CLUB BYLAWS

ARTICLE I

NAME

The name of the club shall be the Heritage Ranch Road Runners Travel Club also known as HR-RRTC.

ARTICLE II

PURPOSE

The purpose of the Heritage Ranch Road Runners Travel Club shall be to inform, educate, and create interest in travel by Heritage Ranch homeowners and to organize trips to destinations as requested by Members of the Club.

ARTICLE III

MEMBERSHIP

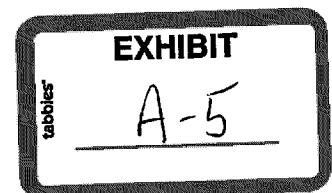
Primary (voting) membership shall be open to any Heritage Ranch homeowner and/or resident.

Memberships shall be for the calendar year, beginning January 1 and ending December 31.

AUXILIARY PARTICIPATION

Auxiliary participation shall be available to non-resident, non-member family or friends of Primary Members who are interested in traveling with the HR-RRTC. At least one Officer must approve auxiliary participation. Auxiliary Participants are welcome to attend meetings and other HR-RRTC clubhouse events as guests of a Heritage Ranch Member as prescribed in the Heritage Ranch guest Rules and Regulations. Auxiliary Participants shall be required to pay annual dues for the year in which they travel but shall have no voting rights.

Auxiliary Participants who desire to travel with the HR-RRTC, shall be required to book all reservations directly with the travel provider when joining any HR-RRTC sponsored trip or function.



ARTICLE IV

DUES

Annual membership dues for both Members and Auxiliary Participants, shall be recommended by the HR-RRTC Board and approved by the membership. Dues for the calendar year shall become payable beginning January 1 of each calendar year.

Only Primary Members with dues paid in good standing are eligible to vote or to be considered for office.

ARTICLE V

OFFICERS / BOARD OF DIRECTORS

Members of the HR-RRTC Board shall be the elected President, Vice President, Secretary, and Treasurer and the Immediate Past President, who will exercise all powers of management of the HR-RRTC. Each Officer shall serve without compensation.

ARTICLE VI

ELECTION OF OFFICERS

The election of Officers shall take place during the last meeting of the calendar year. Elected Officers shall take office effective at the first meeting of the new calendar year following the election and continue through the last meeting of the same year.

Officers shall be elected for a one-year term by a simple majority vote of those members present at the last meeting of the year who are eligible to vote. Officers may serve a maximum of two consecutive terms. A candidate may serve a third term if the candidate is unopposed and willing to accept the office.

ARTICLE VIII

DUTIES OF OFFICERS

The Officers shall attend and participate in Board meetings and regularly scheduled membership meetings of the Club.

President

The President shall preside at all meetings of the HR-RRTC, shall call all special meetings and direct all activities of the HR-RRTC. The President shall be responsible for meeting agendas and shall arrange for presentation of travel-related topics at membership meetings. The President shall also work in concert with the Heritage Ranch Activities Committee, to insure cooperative understanding of all HR-RRTC events at Heritage Ranch. The President shall, with Board approval, appoint committee chairpersons and serve ex officio on all committees. The President shall represent the HH-RRTC on any advisory committees.

Vice President

The Vice President shall act on behalf of the President during any absence and perform the duties of the President. The Vice President shall serve the unexpired term of the President should the President leave office. The Vice President shall represent the HR-RRTC on any advisory committees.

The Vice President shall be responsible for chairing the Nominating Committee.

Secretary

The Secretary shall record and maintain the minutes of each meeting and make them available to the membership. The Secretary shall write all letters, invitations and thank you notes as deemed appropriate.

Treasurer

The Treasurer shall receive all moneys of the HR-RRTC and deposit such sums in a non-interest-bearing account of a recognized bank. The Treasurer shall sign all authorized warrants and checks drawn on funds of the HR-RRTC. All financial obligations shall be

approved and authorized by the Board before payment. The Treasurer may make expenditures of \$100.00 or less without Board Approval.

The Treasurer shall keep an itemized account of all financial transactions and render a report of receipts and disbursements at each meeting. The Treasurer shall maintain a roster of active Members and their standing and shall insure that new Members have been properly billed.

Past President

The Immediate Past President shall perform duties as directed by the President and shall be a voting member of the Board.

REMOVAL OF OFFICERS

Any Officer may be removed from the Board for excessive absences from scheduled meetings of the Board, which have been duly noticed in accordance with notifications of scheduled meetings. Any Officer may also be removed for conflict of interest or conduct detrimental to the HR-RRTC.

A vacancy in any position shall be filled by the HR-RRTC Board. The appointment shall last for the balance of the vacant term.

ARTICLE IX

COMMITTEES

The Board shall authorize and define the powers and duties of Committees. Each Committee shall consist of a chairperson. Committee Members must be homeowners and/or residents of Heritage Ranch and shall serve the Board as needed. The Committee Chairperson may delegate duties of the committee as appropriate but will be responsible for reporting to the Board on the Committee's activities.

These Committees may consist of:

ADVISORY COMMITTEE which shall assist the Board in planning travel events and obtaining speakers and programs for membership meetings and coordinating details of a specific trip with a specific vendor agency and Members signed up for the trip.

NOMINATING COMMITTEE which shall be chaired by the Vice President and consist of at least three Members. The Nominating Committee shall assemble a list of nominees who have expressed an interest in serving as an Officer on the HR-RRRTC Board. The Nominating Committee shall mail/email the proposed slate of Officers to the Members thirty (30) days prior to the Annual Meeting and create ballots for voting ten (10) days prior to the Annual Meeting.

ARTICLE X

MEETINGS

Membership meetings shall be held as often as needed in accordance with dates allowed by Heritage Ranch Scheduling. The HR-RRRTC Board shall designate meetings times with the concurrence of Heritage Ranch Scheduling. Voting on specific issues will be by simple majority of those voting members present at a meeting.

HR-RRRTC Board meetings and other meetings shall be held as determined by the Board. A quorum for the Board shall be three of the four Members present.

ARTICLE XI

OBLIGATIONS AND DISCIPLINES

The acceptance of membership in the HR-RRRTC shall bind each Member to uphold the provisions of the Bylaws of the club, and to accept and enforce all rules and decisions of the Board, acting within the Board's jurisdiction.

Any Member may be subject to suspension or expulsion for conduct detrimental to group travel by the HR-RRRTC. Any charges must be presented in writing. Any Primary Member failing in his/her obligations as set forth herein may be suspended or expelled by majority vote of the Board. Any Auxiliary Participant may be suspended or expelled by a majority vote of the Board. Any Member subject to a vote of suspension or expulsion must be given due notice of the charges against him/her and an opportunity to be heard in defense. Members may not be suspended or expelled if they have non-refundable funds paid on an upcoming trip.

Any Member suspended or expelled by a vote of the Board may appeal the Board's decision to the voting Members of the full organization at any general meeting.

Any Member expelled for cause shall lose the dues paid for that calendar year.

ARTICLE XII

GENERAL RULES

Only Members and Auxiliary Participants in good standing may travel on HR-RRTC sponsored trips.

All bonuses, rebates, discounts, or other benefits of group travel for a specific trip shall be prorated in a fair manner and available to all Members traveling on that trip who have booked through the designated travel agent or agency/tour company. Any other bonuses, rebates, or other benefits of aggregate HR-RRTC business with a travel agent or travel company must be used for the benefit of those traveling on the specific HR-RRTC trip, and who have booked through the designated travel agency/tour company. The designated agent, or agency/tour company shall be required to provide a statement of all bonuses, rebates, discounts, or other benefits of each specific trip to the Board upon conclusion of the trip.

The Board may appoint a designated travel agency for a specific trip and/or use a designated travel agency for multiple trips if the membership is satisfied with the agency's service and performance.

A designated travel agent or agency shall provide a trip itinerary, establish a pricing structure, options, payment schedule, and other terms and conditions in writing for each trip. All terms and conditions shall be approved by the Board as mutually agreed to by all parties.

Members shall adhere to all terms and conditions, including payment schedule, to participate in trips sponsored by the HR-RRTC.

If the HR-RRTC arranges ground transportation for a specific trip, the normal HOA procedures for signing up in advance, making deposits, setting and adhering to cancellation deadlines and granting refunds will be followed. Auxiliary Participants shall be required to make their own ground transportation arrangements directly with the agent or agency/tour company.

Air and ground perks and prizes provided by designated travel agents or agencies/tour companies are not available to members who do not book through the designated travel agent or agency/tour company.

Additional fees may be charged for HR-RRTC events or other activities as deemed appropriate by the Committees with Board approval.

ARTICLE XIII

LIABILITY

Travel agents, agencies, tour companies and vendors who are sponsored or promoted by the HR-RRTC shall present proof of General Business Liability with a minimum coverage of \$1,000,000. The HR-RRTC will also require a copy of the vendor's Errors and Omissions policy.

As proof of insurance, a Certificate of Insurance will be required from the vendor's insurance carrier. Copies of these documents shall be filed with the H.R. Community Events Director.

Members of the HR-RRTC shall be required to complete and sign a "Release of Liability and Accident Waiver for Heritage Ranch Social Clubs" form. The forms shall be provided by the Travel Club and must be signed and returned to the Travel Club before the Member can travel on an HR-RRTC sponsored trip. These forms shall be kept on file by the HR-RRTC Treasurer, and a copy shall be sent to the HR Community Events Director.

Prior to any HR-RRTC sponsored trip, the club Officers or Trip Coordinator shall verify that a valid "Release of Liability and Accident Waiver for Heritage Ranch Social Clubs" form is on file for all Members scheduled on the trip.

ARTICLE XIV

AMENDMENTS TO BYLAWS

The Bylaws may be altered, amended, or repealed by simple majority vote of the ballots cast at a regular annual meeting or at any special meeting of the Members called for that purpose.

The Members shall not have the power to change the purpose of the Club to decrease its rights and powers or to deprive any Member of rights and privileges then existing, or

so to amend the Bylaws to deviate from the original intents and purposes of the HR-RRTC.

Notice of any amendment to be made at a special meeting of the Members must be distributed to the membership at least ten (10) days before such meeting for the amendment to be considered.

Any amendments to the Bylaws must be approved by the HOA Board of Directors of Heritage Ranch.

Approved by HR-RRTC Board of Directors

Approved Date: May 10, 2023

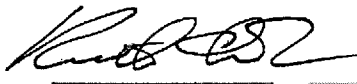
Approved by HR-RRTC Membership

Approved Date: July 19, 2023

Approved by Activities Committee Resident Organization

Approved Date:

Approved by HOA Board

 8/18/23

Date

HERITAGE RANCH CHORALE BYLAWS

ARTICLE I

NAME

The name of the association is the Heritage Ranch Chorale.

ARTICLE II

EFFECTIVE DATE

The effective date for the formation of the Heritage Ranch Chorale shall be February 15, 2005.

ARTICLE III

PURPOSE

The purpose of this club shall be to develop musical talent and provide entertainment for specified functions.

ARTICLE IV

MEMBERSHIP

Membership shall be open to any Heritage Ranch residents.

Membership shall be for one calendar year, with all memberships expiring on January 31st.

ARTICLE V

DUES

Annual membership dues shall be recommended by the Chorale Board and approved by the membership. Dues must be paid on or before February 1st of each year. The dues may be changed at the annual meeting or at a special meeting called specifically to address dues. Membership dues shall not be prorated.

Only Chorale Members with dues paid in good standing are eligible to vote or to be considered for office.

ARTICLE VI

CHORALE OFFICERS / CHORALE BOARD OF DIRECTORS

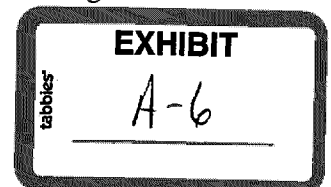
Members of the Chorale Board shall be the President, Vice President, Secretary, Treasurer and the Past President, who will exercise all powers of management of the Heritage Ranch Chorale. Each Chorale Officer shall serve without compensation. The Chorale Board shall select and appoint the Chorale Musical Director, Assistants and Accompanists.

Time, place and frequency of meetings of the Chorale Board shall be determined by the Chorale Board.

ARTICLE VII

ELECTION OF CHORALE OFFICERS

The election of Chorale Officers shall take place during the annual membership meeting in September of each year. Elected Chorale Officers will take office following the election and continue through their term.



Terms of office shall be for two (2) years. The President and Secretary shall be elected in odd numbered years. The Vice President and Treasurer shall be elected in even numbered years.

Chorale Officers shall be elected by simple majority vote of the membership attending the annual meeting or special meeting. Chorale Officers may serve a maximum of two consecutive terms.

A couple residing in the same home may not serve on the Chorale Board of Directors concurrently.

ARTICLE VIII

DUTIES OF THE CHORALE OFFICERS

The Chorale Officers shall attend and participate in Chorale Board meetings and regular membership meetings.

President

The President shall preside at all meetings of the Chorale, shall call all special meetings and direct all activities of the Chorale. The President shall also work in concert with the Heritage Ranch-Activities Committee, to ensure cooperative understanding of all Chorale events at Heritage Ranch. The President shall, with Chorale Board approval, appoint committee chairpersons and serve ex officio on all committees. The President shall represent the Chorale on any advisory committee or may delegate the responsibility to a Chorale Board member.

The President shall coordinate room assignments and equipment for all Chorale rehearsals and performances.

Vice President

The Vice President shall act on behalf of the President during any absence and perform the duties of the President. The Vice President shall serve the unexpired term of the President should the President leave office. The Vice President shall represent the Heritage Ranch Chorale on advisory committees.

The Vice President may assist the Music Librarian - as needed.

The Vice President shall be responsible for chairing the Nominating Committee.

Secretary

The Secretary shall record and maintain the minutes of each meeting and distribute them to the membership. The Secretary shall write all letters, invitations and thank you notes as deemed appropriate. The Secretary may represent the Chorale Board on all appointed committees. The Secretary shall maintain a roster of all active members and their standing.

Treasurer

The Treasurer shall receive all membership dues and other funds unrelated to ticket sales, of the Heritage Ranch Chorale and deposit such funds in a non-interest bearing account of a recognized bank. The Treasurer shall sign all authorized warrants and checks drawn on funds of the Heritage Ranch Chorale. All financial obligations shall be approved and authorized by the Chorale Board before payment. The Treasurer shall keep an itemized account of all financial transactions and render a report of receipts and disbursements at each Board meeting. The Treasurer shall ensure that new members have been properly billed.

If ticket sales are necessary for performances, special dinners, speakers, or events of the Chorale, revenues shall be collected by the Heritage Ranch Homeowners Association (HRHOA). The HRHOA shall be responsible for charging the appropriate sales tax and for payment of related expenses.

The Treasurer shall route all expenses related to performances, special dinners, speakers, and events of the Chorale to the HRHOA through the Community Events Director (CED) for payment by the HRHOA. The Treasurer shall keep an itemized account of all financial transactions for such events and render a report of receipts and disbursements at each meeting.

Past President

The Immediate Past President shall perform duties as directed by the President and shall be a voting member of the Chorale Board.

ARTICLE IX

REMOVAL OF CHORALE OFFICERS

Any Chorale Officer may be removed by the Chorale Board for failure to attend three (3) consecutive scheduled meetings of the Chorale Board, which were duly noticed in accordance with notification of scheduled meetings.

A vacancy in any position shall be filled by the Chorale Board. The appointment shall last for the balance of the vacant term.

ARTICLE X

CHORALE MUSICAL DIRECTOR

The Chorale Musical Director, in coordination with the Chorale Board, is the primary leader, conceiving, developing, and implementing the artistic vision, focus and aesthetic musical values of the Chorale.

Duties include: selecting repertoire and related performance materials; following Chorale Board financial approval and verification of the number of copies required, ordering new music and related performance materials; developing, implementing and evaluating rehearsals and programs; encouraging personal sight-reading and related musicianship skills; coordinating artistic decisions with the Chorale Board on concert presentations related to costumes, scenery, lighting, make-up, sound reinforcement, staging and other artistic related matters; establishing uniform department for all musicians in the concert setting; and determining program sequence for performances. The Musical Director may request assistance from the Chorale Board, Committees or an individual Member. The Musical Director must keep the Chorale Board fully informed while fulfilling the assigned duties. The Musical Director will attend Chorale Board meetings when requested, to provide updates on all Chorale artistic-related matters.

ARTICLE XI

NOMINATING COMMITTEE

The Vice President shall chair the Nominating Committee which shall consist of a minimum of three members.

The Nominating Committee shall assemble a list of nominees who have expressed their interest to serve as an officer on the Heritage Ranch Chorale Board

The Nominating Committee shall mail/email the proposed slate to the members thirty (30) days prior to the Annual Meeting and create the ballots for voting ten (10) days prior to the Annual Meeting.

ARTICLE XII

COMMITTEES

The Chorale Board shall authorize and define the powers and duties of Committees. Openings for chairs and members of said Committees shall be posted in order that volunteers can be accepted annually and approved by the Chorale Board. Each Committee shall obtain Chorale Board approval for all major Committee events.

Each Committee shall consist of a chairperson and no more than five members - and will serve for no less than one year.

The Committees shall work closely with the Chorale Board and each other, in a mutually beneficial relationship.

Costume Committee

- Determine costumes for each performance
- See that each performing member has a costume and help procure costumes for those when needed
- Keep the Board informed of costumes and any expenses incurred

Greeters Committee

- This Committee works closely with the Publicity Committee. The Publicity Chair notifies the Greeters Chair of the upcoming concert. The Greeters Chair locates volunteers for the event. The Publicity Chair transports concert programs and other material to be distributed to the Greeter Chair before the concert. The Greeters Committee distributes the programs, etc. to the concert attendees and returns unused programs to the Publicity Chair.

Music Library Committee

- Maintain the music belonging to the Chorale
- Provide members' manilla file folders with current rehearsal music for pickup
- Collect music after each performance for re-filing
- Provide performance binders for members before each performance
- Collect performance binders at the conclusion of each performance
- Have any sing-alongs printed and provided for members for rehearsals before planned performances

Performance Staging Committee

- Decorate with the approval of the Director
- Check with Sound Technician to ensure that risers, chairs, Director's podium, music stand, mic, piano bench, and mic are all in place.

Publicity Committee

- Before each concert contact Chorale Director for the concert theme and the order of the pieces on the program.
- Obtain a cover for program depicting the concert theme and send a copy to (1) Chorale Director; (2) Chorale President
- Prepare and have the program and any other material printed for each concert.
- Keep at least one copy of each program for the archive file.
- Upon receipt of planned cover prepare publicity for Ranch Reporter, Community email blasts and Fairview Magazine.
- Send copy of planned cover to Activities Director to be made into a poster for the Clubhouse lobby.
- Contact Greeter Chairman to obtain greeters to distribute programs and other printed material to concert attendees.
- Pick up programs from printer and give copy to Chorale Director and Chorale President and have a few in pre-concert rehearsal room for Chorale members desiring a program and the remainder of the programs to the Greeter Chairman for distribution.

Section Leaders

- Make new members in your section feel welcomed by introducing other members, etc.
- Be aware of any problems, illnesses, health issues of members or spouses of members in your section and alert a member of the Board
- Keep attendance records and note if someone has missed several rehearsals and check on him/her and report to Chorale Board

Social Committee

- Arrange functions at the Club, a member's home, or restaurant
- Plan the Annual Dinner
- If a social is held at a member's home, the Committee sets up prior to the event with tables, chairs, or other necessities. When the event is over, the Committee does the cleanup, leaving the house as it was found.
- The Chairperson keeps the Board informed and presents any expenses to the Board.

Veterans Day Concert Committee

Members include Chorale liaison Director, Chorale President, Chorale Publicity and Veterans in charge of program.

- Meet with Veterans in time to order the music for the performance to prepare the program.

Website Committee

- Maintain and update HR Chorale website.
- Monitor the status of web hosting service and domain registration contracts and ensure that the contracts are renewed in a timely manner.

ARTICLE XIII

GENERAL RULES

1. Additional event fees may be charged for Chorale performances as deemed appropriate by the Chorale Board.

2. The Chorale Board has the discretion to invite non-resident guest or paid performers and/or crew when a resident has not been identified capable of and willing to do the job. Examples of these are Director, Accompanist, Band member, Soloist and Audio Technician. The invitation to the guest or paid performer must be approved by the HOA Board per the Heritage Ranch Policy, Non-Resident Participation, D6. Tryouts both with and without the Chorale, paid or unpaid, are specifically allowed before approval.

3. A vote of the general membership on a particular measure may be held by electronic means, such as e-mail or other similar equipment, other than elections of officers (unless there is only one nominee for any given position), or any changes in membership dues or changes to bylaws. At least 60% of current Chorale Members must participate in said electronic vote and a majority of Chorale Members participating shall carry the measure/election proposed.

ARTICLE XIV

AMENDMENT TO BYLAWS

These Bylaws may be altered, amended, or repealed by simple majority vote cast at the regular annual meeting or at any special meeting of the Chorale Members called for that purpose.

The Chorale Members shall not have the power to change the purpose of the Association so as to decrease its rights and powers or to deprive any Chorale Member of the rights and privileges then existing, or so to amend the Bylaws to deviate from the original intents and purposes of the Association.

Notice of any amendment to be made at a special meeting of the Chorale Members must be distributed to the membership at least ten (10) days before such meeting and must set forth amendments to be considered.

Any amendment to these Bylaws must be approved by the HR HOA Board of Directors.

- Approved by the club 2/15/05
- Amended by the club 1/10/06
- Amended by the club 9/9/08
- Amended by the club 9/29/09
- Amended by the club 2/22/11
- Amended by the club 9/9/2014

Approved as amended by the Heritage Ranch Chorale Membership on September 6, 2022

Sharon Jung Date 7/6/23
 Chorale President

Approved by the Activities Committee Resident Organization

Jan W. ... Date 6/16/23

Approved by the HR HOA Board on

David A. Shaw

Date 6/16/2023

The Democratic Club at Heritage Ranch
BYLAWS
Revised in 2023

ARTICLE I

NAME

The name of the association is The Democratic Club at Heritage Ranch, herein called the "Club"

ARTICLE II

PURPOSE

The purposes of The Democratic Club at Heritage Ranch are:

- To create a positive presence and build a sense of pride for Democrats at Heritage Ranch;
- To advance our Democratic causes through education, communication, community outreach and active participation in the political process;
- To enjoy gatherings of friends who share our Democratic values.

ARTICLE III

EFFECTIVE DATE

The effective date for the formation of The Democratic Club at Heritage Ranch shall be June 29, 2013.

ARTICLE IV

MEMBERSHIP

Membership shall be open to any Heritage Ranch resident who is congruent with the purposes of the Club. Memberships shall be for the calendar year ending on December 31st.

ASSOCIATES

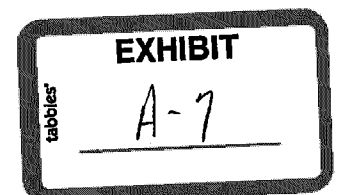
Non-residents may become Associates with no voting rights and may not hold an office in the Club.

ARTICLE V

DUES

Annual membership dues shall be recommended by the Club Board. Membership dues shall not be prorated. Only Members with dues paid may vote or be considered for office.

ARTICLE VI



OFFICERS / GOVERNING BOARD

NOTE: For purposes of this document, it shall be assumed that all uses of the terms "Club", "Governing Board", "Board", "Officers", "Members", and "Committees", refer specifically to The Democratic Club at Heritage Ranch (DCHR) except where the HOA Board of Directors is referenced.

Members of the Governing Board shall be President, Vice President, Secretary, Treasurer, the Immediate Past President, and a Chairperson or Chairpersons from each of the Standing Committees who will exercise all powers of management of the Club. Each member shall serve without compensation.

Time, place, and frequency of meetings of the Board shall be determined by the Board.

ARTICLE VII

ELECTION OF OFFICERS

The election of Officers shall take place during the annual membership meeting in November of each year. Elected officers will take office effective January 1st and continue through December 31st.

Officers shall be elected for a two-year term by simple majority vote of the membership present at the annual or special meeting. Officers may serve an additional one year term if the candidate is unopposed and willing to serve.

ARTICLE VIII

DUTIES OF THE OFFICERS AND COMMITTEE CHAIRPERSONS

The Officers and Committee Chairpersons shall attend and participate in all meetings.

President

The President shall preside at all meetings of the Club, and with Board approval, shall call all special meetings and oversee all activities of the Club. The President shall, with Board approval, appoint all Committee chairpersons and serve ex-officio on all Committees. The President is charged with promoting collaboration and cooperation among Board members.

Vice President

The Vice President shall act on behalf of the President during any absence and perform the duties of the President. The Vice President may serve the unexpired term of the President should the President leave office. The Vice President, if directed by the Board, may represent the Club at HOA meetings.

The Vice President shall be responsible for chairing the Nominating Committee.

Secretary

The Secretary shall record and maintain the minutes of each meeting and distribute them to the Board. Minutes shall be posted in the "Members Only" section of the Club website.

Treasurer

The Treasurer shall maintain a roster of all active Members and their standing and will keep Membership informed. The Treasurer shall receive all monies of the Club and deposit such funds in a non interest-bearing account at a recognized bank. The President or Treasurer shall sign all authorized warrants and checks drawn on funds of the Club. All financial obligations shall be approved and authorized by the Board before payment. All checks shall be signed by the President or the Treasurer. The Treasurer shall keep an itemized account of all financial transactions and render a report of receipts, disbursements and account balances at each meeting. A yearly financial audit will be conducted and a report rendered to the Board.

Immediate Past President

The Immediate Past President shall perform duties as directed by the President and shall be a voting member of the Board.

Communications Chairperson(s)

Responsible for gathering, compiling information for the Ranch Reporter or any other site. Maintain the website. Assist Events with any technology needs at our events. Recruit members and maintain the Communications Committee.

Community Outreach Committee Chairperson(s)

Responsible for coordinating all current Community Outreach efforts as well as evaluating possible future endeavors. With Board approval, obtain speakers from our supported efforts as well as from the community at large for speaking dates that are not used by Political Activities. Serve as the club liaison with the Community Outreach speakers. Work with Events and any designees assigned to assist for the Speaker events. Recruit members and maintain the Community Outreach Committee.

Education Chairperson(s)

Responsible for gathering book recommendations and scheduling the presentations, securing the facilitators and overseeing the bi-monthly HappyHour/PBC meetings. Work with Events and any designees assigned to assist with room set up. Recruit members and maintain the Education Committee.

Events Chairperson(s)

Work with Committee members who are holding events. Provide room set up diagrams to the HOA Events Director. Make sure the venue is set up 30 minutes prior to start. Serve as the point person with clubhouse staff. Oversee the room set up, including technology, signage, podium(s), tables, chairs, flags, etc. Make sure everything is wrapped up at the end of the event. Follow up with Thank You notes, if needed. Submit Yearly Room Assignment requests promptly and follow-up. Recruit members and maintain the Events Committee.

Membership Chairperson(s)

Track members and maintain contact information, paid dues status, and the email list. Report status to the Board. Coordinate with the Treasurer. Provide and oversee the name badges. Member Care will provide encouragement and support to members in need. Recruit members and maintain the Membership Committee.

Political Activities Chairperson(s)

Keep the Board and members informed of upcoming political events/opportunities and encourage participation. Organize and facilitate political speaking events and candidate forums. Work with Events when we have Political Activity speakers. Recruit members and maintain the Political Activities Committee.

Social Chairperson(s)

Plan and coordinate social activities (Happy Hours, meals, Potlucks & BBQs, Gala, etc.) throughout the year. Submit plans, dates, and expected expenses to the Board for pre-approval. Work with Events if we use an on-site venue. Recruit members and maintain the Social Committee.

ARTICLE IX

REMOVAL OF OFFICERS AND COMMITTEE CHAIRPERSONS

Any Officer or Committee Chairperson may be removed from the Board for failure to attend three (3) consecutive scheduled meetings of the Board, which have been duly noticed in accordance with notification of scheduled meetings.

A vacancy in any position shall be filled by the Board. The appointment shall last for the balance of the vacant term.

ARTICLE X

COMMITTEES

The Board shall authorize and define the powers and duties of Committees. The Board shall appoint the Chairpersons of all standing and ad hoc Committees. The Chairperson of each Committee shall obtain volunteers to serve on each Committee. Each Committee shall obtain Board approval for all major Committee events.

The Committees shall work closely with the Board in a mutually beneficial relationship.

The Standing Committees of The Democratic Club at Heritage Ranch are:

- Communications
- Community Outreach
- Education
- Events
- Membership
- Political Activities
- Social

Nominating Committee:

The Vice President shall chair the Nominating Committee which shall consist of a minimum of three Members. The Nominating Committee shall assemble a list of nominees who have expressed an interest to serve as an Officer on the Board. The Nominating Committee can provide recommendations for Board consideration of potential Committee Chairs.

The Nominating Committee shall mail/email the proposed slate of officers to the Members thirty (30) days prior to the Annual Meeting and create the ballots for voting ten (10) days prior to the Annual Meeting. Officers for the upcoming calendar year will be elected at our Annual Meeting.

ARTICLE XI

GENERAL RULES

Additional event fees may be charged for special events, if given Board approval.

Robert's Rules of Order shall be used at all Board and General Club Business meetings.

ARTICLE XII

AMENDMENT TO THE BYLAWS

These Bylaws may be changed by simple majority of the ballots cast at the Annual Meeting or at any special meeting called for that purpose. They may also be emailed to all members with a request that each member cast their vote.

The Members shall not have the power to change the purpose of the Club so as to decrease its rights and powers or to deprive any Member of rights and privileges then existing, or to amend the Bylaws to deviate from the original intents and purposes of the Club.

Notice of any amendment to be made at a special meeting of the Members must be distributed to the membership at least ten (10) days before such meeting and must set forth the amendments to be considered. Any amendments to these Bylaws must be approved by the HOA Board of Directors.

Approved by the Board of The Democratic Club at Heritage Ranch

Julev Welch Jim Fritze Beckv Price Andv Lepine Date June 14, 2013

Approved by the HOA Board at Heritage Ranch, June 29, 2013

Approved as Amended by The Democratic Club at Heritage Ranch

Catherine Mangarelli, President Date November 12, 2015

Approved by the HOA Board at Heritage Ranch, December 18, 2015

Approved as amended by The Democratic Club at Heritage Ranch

Laura Jackrell, President Date Sept. 6, 2023

Approved by the HOA Board

[Signature] Date 9/12/23

**CHARTER OF THE GOLF COMMITTEE
OF THE HERITAGE RANCH HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS**

As appointed and approved by the Heritage Ranch Homeowners Association (HOA) Board of Directors (Board), the Golf Committee (Committee) of the Board is hereby formed with the following:

MISSION: To make recommendations to the Board concerning Heritage Ranch (HR) golf course fees, rates, membership plans, and golf course maintenance and operations that will enable the HR golf operations to be successful.

AUTHORITY: The Committee has the authority to research, analyze, compile, and maintain information relevant to the golf operations at Heritage Ranch. It also has the authority to make recommendations to the Board regarding golf-related policies and golf operations at Heritage Ranch. The Committee will function as the interface between the Board and members of the golfing community. The Committee provides oversight and guidance/direction to the golf management company as authorized by the Board.

PURPOSE: To conduct studies and make recommendations to the Board on matters that will help increase golf revenues, effectively manage golf expenses, increase Homeowner and playing public participation in the Heritage Ranch golf program, and maximize homeowner value to all residents by providing a quality golf environment.

GOALS:

- To make recommendations to the Board for employing the most efficient and cost-effective golf course management organization available to support the HR golf objectives, which are to operate successfully and to provide a highly desirable golf environment to our homeowners and to the public.
- To recommend golf-pricing plans that will encourage play by HOA Members as well as by the playing public.
- To analyze the golf course financials, to include outside events, and to make recommendations to the Board on possible areas to improve golf operations.
- To work with golf course management to develop a yearly budget/plan that will be submitted to the Board for approval.
- To assist golf course management in the use of the golf course by resident golf organizations.

GUIDELINES:

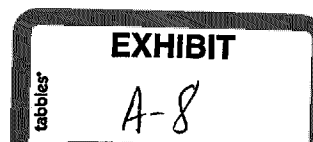
The Committee is to:

- Serve at the pleasure of the Board.
- Verify that all financial decisions are within the budget approved by the Board.
- Hold confidential any privileged information received and share only with other Committee Members and the Board
- Work with the Management Company, the Board and other Committees on budgeting, management issues, scheduling, etc. If the Committee and Management Company are not in agreement on any issue, the issue will be resolved by the Board.
- Have a Board member appointed as a liaison to the Committee to help facilitate communications between the Committee and Board. The Committee shall welcome the Board liaison and any member of the Board to any and all meetings.

CHAIR GUIDELINES:

The Golf Committee Chair shall:

- Be appointed by the HOA Board
- Serve a maximum term limit of up to four years, formally reappointed annually by the Board



- Be available to the Board
- Place the interest of the HOA and Golf Operations above personal interest
- Preside over Committee proceedings and, upon consulting with Committee members, coordinate meeting schedules, agenda and assign tasks and responsibilities
- Share information with the Committee and the Board
- Sign the Heritage Ranch *Conflict of Interest Policy and Declaration*
- Add and or remove members of the Committee as necessary

COMMITTEE MEMBER GUIDELINES:

The Golf Committee Members will:

- Place the interests of the HOA and the Golf Operations above their personal interests
- Serve at the pleasure of the Chair
- Work cooperatively with the other Committee Members, the Management Company and the Board to enhance the Committee Operations for the benefit of the homeowners
- Sign the *Conflict of Interest Policy and Declaration*
- Complete tasks assigned by the Chair
- Attend the monthly committee meeting; notify the Chair if unable to attend
- Timely respond to emails from the Committee Members and/or HOA Management
- Be an advocate for Golf Operations

COMPOSITION:

The Golf Committee shall be composed of seven (7) voting members representing the resident Heritage Ranch golfing community. The General Manager, Course Superintendent and Head Golf Professional will be ex-officio members without voting rights.

Each of the 3 (three) bylaw'd golf associations, e.g. the Men's Golf Association (MGA), Ladies Golf Association (LGA) and Couples Golf Association (CGA) will select a representative to serve as a voting committee member.

The Chairperson will select two (2) other Committee members who will be voting members of the Committee:

- Vice-Chair
- Secretary

The sixth voting position will be the Chairperson of the Handicap Committee. The seventh voting position is the Chairperson.

The Secretary will prepare and retain the Minutes of Meeting for each meeting held.

The Golf Committee Chairperson may establish work groups , as required, to address specific areas of golf operations, such as course maintenance, membership/marketing, communications, and other committees that may be necessary. The Chairperson may appoint a member of the Golf Committee to chair each of these work groups.

The voting members will have one vote on matters to be sent to the Board, and in the absence of a simple majority, the Chairperson will cast the deciding vote. Votes of all members shall be noted and recorded in the published minutes of each meeting.

Any matter to be brought before the Committee for a vote should be submitted in writing to the Chairperson or Secretary at least seven calendar days prior to the meeting date and distributed to the Committee at least five calendar days in advance of each scheduled meeting. All voting at the committee level shall be done by voting members in person at any regular or special called meeting. Absentee voting may be allowed by the standing committee chairperson at his/her discretion within the guidelines stated below:

An absentee ballot represents a vote by a voting member not able to be present at a particular meeting. Such a vote is allowable if it is in writing, signed by the member and delivered to the committee chairperson prior to the meeting at which the item is to be discussed and/or voted upon.

Each voting member of a standing committee may exercise his/her right to vote in person at a committee meeting or by absentee ballot. **Voting rights attach to and may be exercised by voting members only.**

Handicap Committee – must include a Chairperson and a representative of the MGA, LGA and CGA and the Head Golf Professional. The Handicap Committee will ensure that all Golf Associations comply with the USGA Rules of Handicapping in regards to establishing each golfer’s Handicap Index. The succession planning of the Handicap Committee will be the responsibility of the outgoing Handicap Committee.

SUCCESSION PLANNING

The succession planning of the Chairperson’s position will be the responsibility of the voting members of the Golf Committee and needs to be accomplished in time to be presented to the HOA Board at their December meeting. The representatives of the Golf Associations are addressed in their individual bylaws. The positions of Vice Chair and Secretary will be the responsibility of the incoming Chairperson.

GENERAL: Committee meetings are open to any HOA member in good standing, according to the Heritage Ranch Bylaws, Section C, 3.15.

In a manner similar to Section C,3.15, the Committee may go into Executive Session.

The meeting schedule and minutes will be published on the Heritage Ranch website.

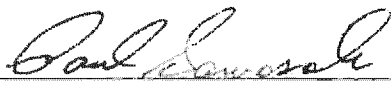
Any matter to be brought before the Committee for a vote should be submitted in writing to the Chairperson or Secretary, and distributed to the Committee at least two days in advance of the scheduled meeting.

COMMITTEE PRODUCTS:

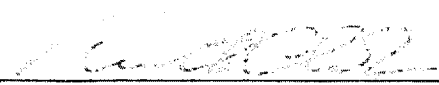
The Golf Committee shall provide the Board with reports as necessary for monthly Board meetings. The Committee shall work on the annual budget process, set priorities and make recommendations for the Annual Budget.

The Committee shall review the Heritage Ranch Reserve Report to insure that all reserves are adequate.

Approved by the Heritage Ranch Golf Committee

 11/17/23
Paul Sawasaki, Chairperson Date

Approved by the Heritage Ranch Homeowners Association Board of Directors

 11/17/23
Ken Chadee, President Date

Ranch Reporter Guidelines

Purpose

The Ranch Reporter monthly newsletter is a publication created to inform the Heritage Ranch (HR) residents of activities, community events and items of interest. The Ranch Reporter will not be used as a vehicle for controversial issues including, but not limited to, the expression of religious or political views, homeowners' businesses or personal promotions, solicitations for donations, and open-forum discussions.

All submissions to the Ranch Reporter must meet the following guidelines:

- All documents must be submitted before the 10th of the month preceding the publication (example: September 10th for October).
- All documents must use correct grammar and punctuation.
- All documents are subject to editing for grammatical changes, corrections, and brevity.

There is no stated limit to the amount of text and pictures in the Ranch Reporter. However, an overage of submissions may result in some articles being carried over.

Articles

Residents are encouraged to submit articles concerning resident celebrations. A resident is defined as the primary owner(s) or lessee(s) of the home located within the confines of the HR Community, excluding adult children living in the home. Residents only articles may be submitted in a Word document via email by the deadline for each month's publication. In addition, residents may submit up to three photographs per event/celebration. Articles and/or photographs will be used on a space available basis for each month's publication.

Writings and commentaries containing political, religious, or negative content will not be accepted. Content decisions are made by the editorial staff. Miscellaneous articles and event descriptions may be submitted by the HOA Board and must reflect the philosophy of the HR Community.

All articles will be submitted to ranchreporter@heritageranchgolf.com.

Clubs & Groups

Clubs and groups are encouraged to submit articles. Only one representative from each club or group may submit a brief write-up for the newsletter. The information must be sent in a Word document via email or in an email.

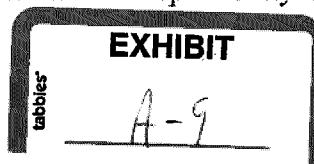
Classes

All classes will be set up through the Activities Office. A brief description of the class should include the class content, the instructor(s) name and phone number and the date, time, and cost.

At any time, the Activities staff may submit an article highlighting any of the class instructors.

Trips & Travel

Articles must pertain to Homeowners who have been on a trip sponsored by the HR Travel Club, the Day Trippers Club, or a group of Homeowners that traveled independently from the Club. One



representative from the group may submit in a Word document via email or an email a brief description about their trip. One to three photographs per trip may be submitted. Both the text and photograph(s) will be used on a space available basis.

Golf, Pickleball and Tennis

Golf, Pickleball and Tennis will follow the same guidelines as other clubs. Information on past tournament results and upcoming tournaments and events can be submitted in a text document via email. Contact name(s) and phone number(s) should be included in the text.

Community Service Announcements

The Town of Fairview, the Fairview Fire Department, the Fairview Police Department and Lovejoy ISD Board of Directors will be allowed to post community service announcements in the Heritage Ranch Reporter to promote community awareness and involvement. There will be no charge for these announcements. These announcements must be submitted at least five days prior to deadlines for the Ranch Reporter. They will be reviewed by the Chairperson of the Heritage Ranch Marketing & Communications Committee and the Community Events Director at Heritage Ranch Golf & Country Club. The Heritage Ranch Marketing & Communications Committee reserves the right to review and edit any information in conjunction with these announcements being submitted for publication in the Heritage Ranch Reporter.

Editorial Discretion

The content of all submissions will be reviewed by the editorial staff. In addition, some articles may be included in a future publication in order to control the length of the publication. Advertisements may be included in the Ranch Reporter at the discretion of the Board of Directors. Advertisement policies and guidelines will be at the discretion of the Board of Directors.”

Articles & Photographs

By submitting articles and photographs to the Ranch Reporter, permission is also granted to use the same articles and photographs in all other Heritage Ranch/Troon publications, websites and social media sites for marketing and advertising purposes.

Approved by the HOA Board of Directors, April 21, 2023



Ken Chadee, President

ARTICLE VIII SPORTS COURTS RULES & REGULATIONS

The following rules, regulations, and etiquette should be observed by residents and their guests at all times for the maximum enjoyment of everyone.

The General Manager shall have full charge of the sports courts facility and shall be the final onsite authority as to interpretation of enforcement of the following rules.

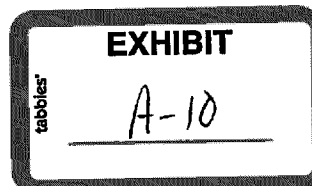
8.1 GENERAL

- (a) Court times may be reserved for HR Residents and their guests up to one (1) week in advance. HR Residents (per residence) may have no more than 4 guests using the Sports Courts at one time.
- (b) Court time usage will be booked in up to three (3) hour time slots. Members may book court times in person in the scheduling binder in the Golf Shop.
- (c) Nonresident court playing **guests must be accompanied** by a member when on the courts.
- (d) The member will be responsible for the observation of court etiquette and rules by their guests as well as themselves.
- (e) Sports Court Play will only be allowed during the following times:
 - 1. Pickleball: 8:00 a.m. to 8:00 p.m.
 - 2. Tennis: 7:00 a.m. to 10:00 p.m.

8.2 COURT USAGE ETIQUETTE

- (a) Courts will be used by HR Residents and their accompanied guests for pickleball or tennis activities only.
- (b) The HOA Board may approve other activities for court usage at their discretion.
- (c) No food or beverages other than water or sports drinks are permitted on the courts.
- (d) Trash should be placed in proper receptacles on or around the courts.
- (e) No smoking on the courts.
- (f) Dress Code: Appropriate pickleball or tennis attire must be worn at all times. (Appropriate tops & bottoms)
- (g) Only non-scuff sports court shoes are permitted on court surfaces.
- (h) All players should leave the courts promptly, after completion of the point being played, when their reserved court time expires if others are waiting for the courts.
- (i) Courtesy and consideration should be observed at all times. Players and spectators should not walk behind the baseline while play is in progress.
- (j) There shall be no pushing or pulling on, sitting on, or jumping over the nets on the Sports Courts. This places undue pressure on the nets which may stretch them or puts stress on the net supports. All of this causes lowering of the nets from regulation height and changes the playing of the game.

Violations of the above rules and etiquette should be brought to the attention of the General Manager.



8.3 RULES FOR RESERVING COURT TIME

Scheduling preference will be given to court time in the following order:
Special events approved by the Heritage Ranch Board or Activities Committee,
Heritage Ranch Club Play, Heritage Ranch Scheduled Open Play, Resident Reserved
Play.

All players must observe the rules for reserving court times.

8.4 RESIDENT RESERVED PLAY TIME

Defined as: any time the courts are not reserved for special events, or scheduled open
play.

- (a) Reservations take preference over non-reservation participants.
- (b) No court will be reserved for more than three (3) hours, except for special events.
- (c) Courts may be reserved up to one week in advance for resident reserved play, with
the exception of the scheduled open play which may be booked over a week in
advance in accordance with Section 8.1. Special events may be booked up to 6
months in advance with approval of the Activities Committee.
- (d) Any court not in use within 15 minutes of the scheduled start time will be deemed
available.

8.5 SCHEDULED OPEN PLAY TIME


Defined as: a three (3) hour period designed for all Heritage Ranch men and/or women
to play pickleball or tennis in a doubles format with equal opportunity for playing time
for all participants.

- (a) Times reserved for scheduled open play will be approved by the HOA Director of
Community Events and published in the Heritage Ranch Newsletter or via email
blasts from the HOA Director of Community Events.
- (b) Should any court reserved for "scheduled open play" not be occupied by the
"scheduled open" players within 15 minutes after the beginning of the designated
"scheduled open" time, the court shall be deemed available.

The HOA Board adopted the above rules to safeguard the use of the sports court assets
of the HOA. Penalty for violation of these rules will be determined by the HOA Board.

All Rules are subject to change at any time, as events dictate, at the sole discretion of
the General Manager with approval of the HOA Board. A complete set of Heritage
Ranch Golf & Country Club Rules and Regulations, as revised from time to time, will
be available for inspection at the Club Reception Desk and on the HOA Website.

Approved by the Heritage Ranch Board of Directors



Ken Chadee, President

8/18/23

Date

**Collin County
Honorable Stacey Kemp
Collin County Clerk**

Instrument Number: 2024000002899

eRecording - Real Property

HOMEOWNERS ASSOC DOCS

Recorded On: January 09, 2024 08:44 AM

Number of Pages: 53

" Examined and Charged as Follows: "

Total Recording: \$229.00

******* THIS PAGE IS PART OF THE INSTRUMENT *******

Any provision herein which restricts the Sale, Rental or use of the described REAL PROPERTY because of color or race is invalid and unenforceable under federal law.

File Information:

Document Number: 2024000002899
Receipt Number: 20240109000011
Recorded Date/Time: January 09, 2024 08:44 AM
User: Kim D
Station: Workstation cck024

Record and Return To:

Simplifile



**STATE OF TEXAS
COUNTY OF COLLIN**

I hereby certify that this Instrument was FILED In the File Number sequence on the date/time printed hereon, and was duly RECORDED in the Official Public Records of Collin County, Texas.

Honorable Stacey Kemp
Collin County Clerk
Collin County, TX