

**BOARD ACTIONS VIA EMAIL POLICY
OF
VILLAS AT LAKEWOOD PARK COMMUNITY ASSOCIATION, INC.**

STATE OF TEXAS §
 § KNOW ALL PERSONS BY THESE PRESENTS:
COUNTY OF HARRIS §

WHEREAS, the Board of Directors (the "Board") of Villas at Lakewood Park Community Association, Inc., a Texas non-profit corporation (the "Association") is charged with administering and enforcing that certain Declaration of Covenants, Conditions, Restrictions and Easements for Villas at Lakewood Park recorded in the Office of the County Clerk of Harris County, Texas, under Clerk's File No. X492024, as may be supplemented and amended from time to time encumbering the Villas at Lakewood Park community (the "Community"); and

WHEREAS, Section 209.0051(h) of the Texas Property Code was amended effective September 1, 2015 thereto; and

WHEREAS, Section 209.0051(h) of the Texas Property Code allows the Board to take action outside of a meeting, including voting by electronic or telephonic means without notice to the members; and

WHEREAS, the Board has determined that pursuant to Section 209.0051(h), it is appropriate for the Association to adopt a board action via email policy; and

WHEREAS, the Bylaws of the Association provide that a majority of the members of the Board shall constitute a quorum for the transaction of business and that the action of a majority of the members of the Board at a meeting at which a quorum is present is the action of the Board; and

WHEREAS, the Board held a meeting on July 21, 2016 (the "Adoption Meeting"), at which at least a majority of the members of the Board were present and duly passed the board action via email policy described herein below (the "Board Action via Email Policy").

NOW, THEREFORE, to give notice of the matters set forth herein, the undersigned, being the President of the Association, does hereby certify that at the Adoption Meeting, at least a majority of the members of the Board were present and the Board duly adopted the Board Action via Email Policy set forth below. The Board Action via Email Policy is effective upon recordation of this document in the Official Public Records of Real Property of Harris County, Texas (the "Official Public Records"), and supplements any restrictive covenants, guidelines or policies for board action via email which may have previously been in effect for the Community, unless such restrictive covenants, guidelines or policies are in conflict with the Board Action via Email Policy, in which case the terms in the Board Action via Email Policy will control. The Board Action via Email Policy is as follows:

1. Each Board member shall register and maintain with the Association's managing agent and/or the President of the Association with a current email address.
2. When proposed action arises that requires a vote by the Board, the managing agent and/or the President of the Association shall send an email to the registered email

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address of each Board member. The email shall state the proposed action and instruct each Board member to send a response email to all of the Board members casting a vote on the issue.

3. Each Board member is entitled to express his or her opinion on the issue to all other Board members prior to casting a vote.
4. If a Board member will not have access to email for a period of time beyond 48 hours, a timeframe deemed by the Association as a reasonable amount of time for the Board to express an opinion and cast a vote, the Board member shall notify the managing agent and/or the President of the Association regarding same and indicate their desire to either abstain from all votes during this duration of time or designate an alternative method.
5. An action shall be considered approved if:
 - a. All Board members submit a response and the majority of the Board vote to approve the action, or
 - b. At least a majority of the Board members vote to approve the proposal within 48 hours of the original proposed action email from the managing agent and/or the President of the Association.

EXECUTED on the date of the acknowledgment set forth herein below, to be effective upon recordation in the Official Public Records.

Villas at Lakewood Park Community Association, Inc.,
a Texas non-profit corporation

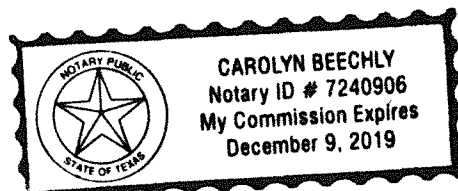
By: *K. C. Sartan*
K. C. Sartan, President

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

This instrument was acknowledged before me on July 29th, 2016, by K. C. Sartan, President of Villas at Lakewood Park Community Association, Inc., a Texas non-profit corporation, on behalf of said corporation.

Carolyn Beechly
Notary Public, State of Texas

AFTER RECORDING, RETURN TO:
Hoover Slovacek LLP
Galleria Tower II
5051 Westheimer Rd., Suite 1200
Houston, Texas 77056



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Pages 3
08/09/2016 08:25 AM
e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
STAN STANART
COUNTY CLERK
Fees \$20.00

RECORDERS MEMORANDUM

This instrument was received and recorded electronically and any blackouts, additions or changes were present at the time the instrument was filed and recorded.

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.
THE STATE OF TEXAS
COUNTY OF HARRIS

I hereby certify that this instrument was FILED in File Number Sequence on the date and at the time stamped hereon by me; and was duly RECORDED in the Official Public Records of Real Property of Harris County, Texas.



Stan Stanart

COUNTY CLERK
HARRIS COUNTY, TEXAS

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