



RESOLUTION REGARDING ESTABLISHMENT AND
OPERATION OF COMMITTEES

WHEREAS, the Board of Trustees (“Board”) of WALDEN ON LAKE CONROE COMMUNITY IMPROVEMENT ASSOCIATION, INC. (hereinafter referred to as “Association”) has the authority under its governing documents and under Tex. Bus. Org. Code §22.219 to designate and appoint committees;

WHEREAS, each committee established by the Board herein shall operate in accordance with the terms of the resolution of the Board of Trustees designating the committee and such rules as are adopted by the Board of Trustees; and

WHEREAS, the Board of Trustees would like to adopt the following Resolution Regarding Establishment and Operation of Committees, which applies to committees other than those committees already established by the declarations of restrictions.

NOW THEREFORE, BE IT RESOLVED THAT the Board hereby resolves to adopt, publish, and enforce the following **RESOLUTION REGARDING ESTABLISHMENT AND OPERATION OF COMMITTEES** for WALDEN ON LAKE CONROE COMMUNITY IMPROVEMENT ASSOCIATION, INC.:

I. Standing Advisory Committees:

a. **Social Committee.**

- i. Organize and facilitate social events for the community throughout the calendar year.
- ii. Work with the General Manager and staff to determine a budget and establish procedures for various social events.

b. **HR Committee.**

- i. Serve in an advisory capacity to the Board on matters related to employee policies, workplace practices, and internal personnel procedures.
- ii. Assist in reviewing, drafting, and recommending updates to the Association’s internal HR-related policies to ensure compliance, consistency, and alignment with organizational goals.
- iii. The committee may review specific HR-related matters as requested.
Level 1: If the committee is unable to reach a resolution on a matter,

Level 2: The issue will be elevated to the Board of Trustees for final determination.

c. Finance Committee

- i. Advisory committee to the Board on the fiscal performance year to date.
- ii. Future planning of expenses and reserve activity.
- iii. Review monthly financial reports, not including individual owner's assessment account information.
- iv. Assist in and make recommendations to the Board for the development of annual budgets.
- v. Work with CPA and/or other finance professionals at the Board's direction.
- vi. Does not have access to lot owners' individual accounts, delinquency reports containing lot owners' individual information, any information which may be attorney-client privileged or which may be subject to any confidentiality agreement or provision. The Board of Trustees shall have sole determination as to which information may or may not be provided to the Finance Committee.

d. Architectural Control Committee (ACC)

- i. Review and make recommendations to the Board on homeowner-submitted architectural improvement applications to ensure compliance with the Association's governing documents and architectural guidelines.
- ii. Evaluate proposed changes for visual harmony, material standards, and consistency with community aesthetics.
- iii. Assist the General Manager and staff in tracking applications, approvals, and compliance follow-ups.
- iii. The committee serves in an advisory role only; all final decisions on applications shall be subject to Board approval unless otherwise authorized by Board policy.

e. Racquet Club Committee

- i. Serve as an advisory group to the Board and General Manager on matters related to the operations, maintenance, and member experience of the Racquet Club facilities, including tennis and pickleball programs.
- ii. Provide feedback and suggestions regarding facility improvements, program development, scheduling, and community engagement.
- iii. Collaborate with Racquet Club staff to support events, tournaments, and lessons that promote active participation and enhance resident involvement.
- iv. All recommendations shall be forwarded to the General Manager and/or Board of Trustees for consideration; the committee shall have no authority to make operational or financial decisions.

f. Food and Beverage Committee

- i. Serve as an advisory group to provide feedback on food and beverage operations within the Association's amenities (i.e., dining, grille, events).
- ii. Support staff in identifying areas for improvement in menu planning, service quality, and community satisfaction
- iii. Collaborate with the Board and General Manager when necessary for budget or service adjustments
- iv. Matters requiring further attention beyond committee recommendations will be referred to the Board of Trustees for discussion and/or action.

Social Media Policy for Committee Members:

In General:

1. Individual members of any standing or ad hoc committee duly appointed by the Board may not respond on any social media as representatives on behalf of the Association or the committee unless the subject is first brought up at a Board meeting and the Board votes and agrees on an acceptable response.
2. Individual committee members may not post anything related to any matters discussed in committee meetings other than those communications authorized by the Board.
3. Individual committee members may not engage in the following activities in relation to Association business, whether or not the social media site is officially Association-sponsored:
 - Vulgar language directed at homeowners, directors or committee members, or Association contractors/vendors
 - Inappropriate images, such as, but not limited to, pornography
 - Comments or content that promotes or perpetuates discrimination
 - Spam or links to other sites
 - Posts advocating illegal activity
 - Infringements on copyrights or trademarks
 - Personally identifiable medical information
 - Information that may compromise the safety, security, or proceedings of any legal action pertaining to the Association.
4. A person duly appointed by the Board of Trustees shall be the only authorized party to post Board-authorized content on webpages, feeds, groups, etc. on Association social media sites.

committees for any stated purpose, which shall also adhere to the guidelines herein but which may be dissolved by the Board of Trustees at any time.

GENERAL COMMITTEE GUIDELINES

Role of Committees:

Committees serve the Board of Trustees and the community by performing analysis, providing recommendations, and fostering community participation in Association business.

Committee Membership:

Each committee shall be comprised of at least two (2) and no more than five (5) members, which need not be Members of the Association. Committee members shall be appointed by the Board of Trustees and may be removed at any time by a majority vote of the Board of Trustees, with or without cause. Committee members may not be employed by the Association or by the managing agent of the Association and may not be party to a contract with the Association or otherwise accept any commission, personal profit, or compensation of any kind for their services on the committee. *Committee members may not be an employee or principle (or spouse of an employee or principle) of a corporation or organization that may directly benefit from a committee recommendation.*

Authority of Committees:

Committees serve in an advisory capacity to the Board of Trustees and have no authority to expend funds, enter into contracts, or commit the Association to any course of action.

Committee Relationship with General Manager:

The Board may, but is not required, to direct the General Manager and staff to provide professional advice and/or support to the committees. Committee members are not authorized to give direction to the General Manager or staff unless expressly approved by the Board of Trustees.

Committee Chairs:

Each Committee shall elect a Committee Chair, who shall be responsible for preparing the agenda and setting the schedule for each committee meeting and for facilitating the committee meeting. The chair shall also be the point of contact for the Board of Trustees and the General Manager.

Committee Meetings:

Standing committees shall generally meet monthly. Depending on the amount of work to be accomplished, committees may meet less frequently but not less than quarterly. Meeting attendance shall be limited to committee members, representatives of the staff, and members of the Board of Trustees unless otherwise directed by the Board.

General Operations:

1. If at any time during a meeting, the behavior of those in attendance becomes too disruptive for the committee to conduct business, the Committee Chair, in his/her sole discretion, may adjourn and reconvene at another date and time.
2. Committee members that deal with confidential matters, such as bid or contractor information, financial information, or deed restriction enforcement issues, shall keep all information pertaining to these issues confidential.
3. Official minutes of committee meetings are not required unless directed by the Board of Trustees. However, any information, reports, findings, correspondence, etc., which the Committee Chair deems important shall be forwarded to the General Manager for record-keeping purposes.

DEDICATORY DOCUMENTS
OF
WALDEN ON LAKE CONROE COMMUNITY IMPROVEMENT
ASSOCIATION, INC.

BEFORE ME, the undersigned authority, on this day personally appeared the below named person, who, being by me first duly sworn, states the following:

My name is Mary Mondello. I am over 21 years of age and of sound mind. I am capable of making, and am authorized to make this affidavit. I am personally acquainted with the facts herein stated. I am the agent and Interim General Manager of Walden on Lake Conroe Community Improvement Association, Inc. Pursuant to the Texas Property Code, Section 202.006, the following document is the original, or a true and correct copy of the original, of the governing instruments of the Association:

Walden on Lake Conroe Board Policy – Establishment and Operation of Committees

WITNESS MY HAND, to this document this 1st day of April 2025.

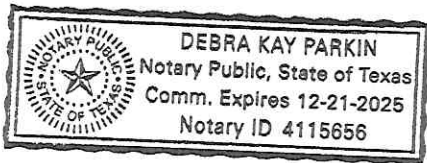
Walden on Lake Conroe Community Improvement Association, Inc., a Texas non-profit corporation

BY: Mary Mondello
Agent and Interim General Manager

Print Name: Mary Mondello

THE STATE OF TEXAS
COUNTY OF MONTGOMERY

THIS affidavit was acknowledged before me on the 1st day of April 2025 by Mary Mondello, who stated that she is the Agent and Interim General Manager for Walden on Lake Conroe Community Improvement Association, Inc.



Debra Kay Parkin
NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

AFTER RECORDING, RETURN TO:
Mary Mondello, Interim General Manager
Walden on Lake Conroe
Community Improvement Association, Inc.
11715 Walden Rd.
Montgomery, TX
Phone: (936) 582-2910

CERTIFICATION

“I, the undersigned, being the President of WALDEN ON LAKE CONROE COMMUNITY IMPROVEMENT ASSOCIATION, INC., hereby certify that the foregoing Resolution was adopted by at least a majority of the Association’s Board of Directors.”

By: Todd Kiefer
President

Print name: Todd Kiefer

Date: 4-1-2025

Walden Community Improvement Association
13301 Walden Rd. | Montgomery, TX | 936.582.1622

FILED FOR RECORD
04/24/2025 01:41PM



L. Brandon Steinman

County Clerk
Montgomery County, Texas

STATE OF TEXAS,
COUNTY OF MONTGOMERY

I hereby certify that this instrument was filed in the file number sequence on the date and time stamped herein by me and was duly RECORDED in the Official Public Records of Montgomery County, Texas.

04/24/2025



L. Brandon Steinman

County Clerk
Montgomery County, Texas