



REVISED POLICY:

**Rancho Santa Fe
Association Board of
Directors**

RESOLUTION #2017-111

Dated: August 3, 2017

**RESOLUTION FOR
POLICY FOR THE NOMINATION, INTERVIEW AND APPOINTMENT
PROCESS FOR MEMBERS TO THE COVENANT DESIGN REVIEW COMMITTEE
(ALSO KNOWN AS THE "ART JURY")**

WHEREAS the Board of the Rancho Santa Fe Association (the "Board") intends to adopt certain policies for the nomination, interview and appointment process for members of the Covenant Design Review Committee (the "CDRC") (also known as the Art Jury).

NOW, THEREFORE, BE IT RESOLVED that:

1. The Manager of the Rancho Santa Fe Association (the "Manager") shall notice pending vacancies on the CDRC for the upcoming calendar year at the first regular meeting of the Board in August of each year. The Manager shall notice a mid-term vacancy on the CDRC, whether created by the removal of a CDRC member or otherwise, at the regular meeting of the Board following the vacancy, either pending or actual. The Manager may further notice any vacancies by use of mailings, email communications, website postings and other means as he or she deems necessary.
2. Each prospective CDRC member shall:
 - a) Meet the qualifications and ongoing requirements, if appointed, as set forth in Section 3(a) of Article IV of the Amended and Restated Bylaws of Rancho Santa Fe Association, as amended, with such changes in the context of said section as are necessary to substitute (1) prospective CDRC member for prospective Director and (2) CDRC member for Director and to replace the second sentence with "Each prospective CDRC member shall be a resident at a Building Site immediately prior to the nomination of such prospective CDRC member."
 - b) Have no pending projects that involve the construction of a new building or enlargement of an existing building with the CDRC;
 - c) Demonstrate knowledge of the Rancho Santa Fe Protective Covenant (the "Covenant");
 - d) Be willing to serve a three-year term (or the remainder of an unexpired term) and
 - e) Attend at least one meeting of the CDRC prior to November 1 to meet the members of the CDRC and to learn about the role of the CDRC.

While experience with building and/or construction is not a requirement, the Board shall consider any such experience during the interview process.

3. Prospective CDRC members for three-year terms shall submit a nomination request in writing by September 15 to the Manager. The Board of Directors of the Rancho Santa Fe Association (the "Board") or, at the discretion of the President of the Board (the "President"), a subcommittee shall interview prospective candidates in November. The interviews will be conducted in closed meetings with no more than three members of the Board in attendance at each. At a minimum, the President and the Director of the Board serving as the liaison to the CDRC shall interview all candidates. The same procedures shall be followed for a mid-term vacancy, except the Manager shall set the timetable for nomination requests and interviews.
4. The President shall consult with the President of the CDRC prior to appointing anyone to serve as a member of the CDRC, in accordance with Section 3 of Article V of the Bylaws.
5. At the first regular meeting of the Board in December: (a) the Board shall present a list of nominees, in accordance with paragraph 55 of the Covenant, to the President at the first regular meeting of the Board in December for three-year appointments and (b) the President shall appoint members to the CDRC from that list of nominees, in accordance with paragraphs 55 and 56 of the Covenant. The same procedures shall be followed for a mid-term vacancy, except the Manager shall set the date for nomination and appointment.
6. This Policy supersedes in its entirety by this Resolution 2017-111 "The Policy for the Selection of Covenant Architectural Review Board Candidates, as amended March 3, 1988; July 16, 2009 and September 19, 2013."

I hereby certify that the foregoing Resolution was adopted by the Board of Directors of Rancho Santa Fe Association at a regular meeting duly called and held on August 3, 2017.

Date: Aug. 7 2017



Secretary, Rancho Santa Fe Association