

## **OHCA BOARD OF DIRECTORS' RESPONSIBILITIES ACCORDING TO THE OHCA CONSTITUTION**

Immediately after its election, at the Association's annual meeting, the Board shall assemble and elect its Chair, Vice Chair and Secretary.

The Board of Directors shall be responsible legally for all actions of the association both in and out of the association and shall officially represent the association in all matters and shall cause to be made all proper reports as demanded by the state of Maryland and for Anne Arundel County.

The Board of Directors shall at all times carry out the purposes set out in the Articles of Incorporation and shall operate by and on behalf of the Association at all times.

The Board of Directors shall be responsible for assembling the Special Community Benefit Fund budget and shall present the budget to the Association for approval at the regular meeting in November provided that an increase or decrease in the budget shall be approved by a majority of the members of the Association present at the November meeting. At least 30 days prior to the regular November meeting, the Board shall notify all property owners by mail of the contents of the budget.

The Board of Directors shall have control of and formulate all policies related to community owned properties including roads and waterways and shall deal with matters affecting the health and safety of the community.

Five members shall constitute a quorum for a meeting of the Board of Directors.

The minutes of all meetings of the Board of Directors shall be kept by the Secretary of the Board. Such minutes shall be read at the regular and special meetings of the Association as information to the Association and such recommendations contained therein shall be subject to the approval of the Association.

The Board of Directors shall be subject to a call meeting by the Chairman, a majority of its members or by a majority vote of a quorum of the Association at regular or special meetings. Any member of the Association is privileged to sit in on a board meeting without participation unless invited to participate by the Chairman of the Board.

The Board of Directors shall hold at least six meetings a year.