

**HAWAIIAN PARADISE PARK OWNERS ASSOCIATION
RESOLUTION TO FORM A POLICIES AND PROCEDURES COMMITTEE**

WHEREAS, the Hawaiian Paradise Park Owners Association ("Association") recognizes the need for clear, consistent, and legally compliant policies to guide the governance and operations of the Association; and

WHEREAS, the Association is subject to and must comply with the requirements of Hawaii Revised Statutes (HRS) Chapter 421J (Planned Community Associations) and HRS Chapter 414D (Hawaii Nonprofit Corporations Act); and

WHEREAS, formalizing Association policies and developing written procedures for their implementation will promote transparency, accountability, and efficiency in the Association's operations; and

WHEREAS, it is in the best interest of the Association and its members to create a dedicated committee to research, draft, and recommend such policies and procedures for adoption by the Board of Directors;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby forms a standing committee to be known as the **Policies and Procedures Committee**; and

BE IT FURTHER RESOLVED that the **purpose** of the Policies and Procedures Committee shall be:

1. To review existing Association policies for compliance with HRS 421J, HRS 414D, the Association Bylaws, and the Charter;
2. To draft new policies as needed to ensure conformity with applicable laws, regulations, and best practices;
3. To formalize all Association policies into an organized and accessible format;
4. To develop written procedures for the consistent and effective implementation of Association policies;
5. To present all policy and procedure recommendations to the Board of Directors for review and adoption.

BE IT FURTHER RESOLVED that the Committee shall consist of at least three (3) members, appointed by the Board of Directors, which will include Directors, Association members, and staff as appropriate; and

BE IT FURTHER RESOLVED that the Committee shall select a Chairperson from among its members, maintain written records of its meetings, and provide periodic reports to the Board of Directors; and

BE IT FINALLY RESOLVED that this resolution shall take effect immediately upon its adoption by the Board of Directors.

ADOPTED this 20th day of August, 2025, by the Board of Directors of the Hawaiian Paradise Park Owners Association.

President

A handwritten signature in blue ink, appearing to be "John P. [unclear]", written over a horizontal line.

Secretary

A handwritten signature in blue ink, appearing to be "Jessa Payne", written over a horizontal line.