## LOCH LOMOND BEACH CLUB POLICY AND PROCEDURES MANUAL - UPDATED LOG

| POLICY # | POLICY   | APPROVED                                | REVISED    |
|----------|--|---|------------|
| 1        | Conflict of Interest                               | 04/16/2011                              | 07/08/2017 |
| 2        | Purpose of Manual                                  | 10/14/1989                              | 06/03/2011 |
| 3        | Distribution of Manual                             | 10/14/1989                              | 09/16/2017 |
| 4        | Updating Manual                                    | 10/14/1989                              | 09/16/2017 |
| 5        | Annual Meeting                                     | 11/10/1990                              | 10/14/2023 |
|          | 5A Annual Membership Meeting Agenda                | , , , , , , ,                           |            |
|          | 5B Notice of Annual Meeting                        |   |            |
|          | 5C Absentee Ballot                                 |   |            |
| 6        | Annual Maintenance Assessment                      | 05/12/1990                              | 3/15/2025  |
|          | 6A Responsible Party Form                          | , |            |
|          | 6B Overdue Maintenance Assessment Letter           |   |            |
|          | 6C Notice of Lien Letter                           |   |            |
| 7        | Associate Membership                               | 11/10/1990                              | 9/9/2023   |
| 8        | Lien   | 05/12/1990                              | 4/15/2023  |
| 9        | Annual Budget                                      | 01/13/1990                              | 06/03/201  |
|          | 9A (1-2) Proposed Annual Budget Model              | 01/13/1330                              | Yearly     |
|          | 9B Chart of Accounts                               |   | 07/23/201  |
| 10       | Depreciation                                       | 05/12/1990                              | 09/17/201  |
| 10       | 10A Asset replacement and Deprecation schedule     | 03/12/1330                              | Yearly     |
| 11       | Covenant Coverage of Tax Deed Lots                 | 06/07/1996                              | 02/19/202  |
|          | 11A Letter of Invite to Tax Lot Owners             | 00/07/1330                              | 02/13/202  |
| 12       | Sale of Property & Acceptance of Donated Property  | 06/06/1991                              | 09/10/202  |
|          | 12A Donation form                                  | 07/23/2016                              | 07/23/201  |
| 13       | Club Management                                    | 05/12/1990                              | 08/13/201  |
| 13       | 13A Manager Evaluation                             | 06/03/2011                              | 08/13/201  |
| 14       | Clubhouse Store                                    | 00/03/2011                              | 3/15/2025  |
| 15       | Dock/Slip Reservations & Fees                      | 06/07/1996                              | 11/13/2023 |
| 16       | Standing Committees                                | 05/12/1990                              | 08/13/201  |
| 17       | Architectural Control                              | 06/07/1996                              | 03/15/201  |
| 17       | 17A Non-conforming Buildings                       | 9/20/2014                               | 3/15/2025  |
|          | 17B Variance Request Procedure                     | 9/20/2014                               | 3/15/2025  |
|          | 17C Application for Variance form                  | 9/20/2014                               | · ·        |
|          | 17D Application for Approval of Construction Plans |   | 3/15/2025  |
| 18       | Guest Policy                                       | 08/13/2016                              | 3/15/2025  |
| 19       |  | 09/14/1996                              | 11/13/202  |
|          | Storage Area Kay Charle Out Shoot                  | 09/30/2000                              | 08/10/2024 |
|          | 19A Storage Area Key Check Out Sheet               | 09/30/2000                              |            |
| 20       | Document Retention/Destruction                     | 04/16/2011                              |            |
| 21       | Procurement Policy                                 | 04/16/2011                              |            |
| 22       | Donations Code of Conduct                          | 10/10/2015                              | 7/45/2022  |
| 23       | Code of Conduct                                    | 9/1/2019                                | 7/15/2023  |
| 24       | Fee Schedule                                       | 6/2/2022                                | 11/15/202  |
| 25       | Temporary Dwellings                                | 3/11/2023                               | 01/21/2024 |
|          | 25A Application for Temporary Dwelling             | 01/21/2024                              | 3/15/2025  |
| 26       | Parking  | 10/12/2024                              |            |
|          | 26 A Letters                                       | 10/12/24                                |            |
|          | 26 B Parking Map                                   | 10/12/24                                |            |
|          |  |   |            |