

## ANNOUNCEMENT

Today, March 11, 2023, we, your officers attended a seminar conducted by Ms. Venus De Vera of DHSUD at Basketball of Tierra Hermosa II, as we, your officers were invited by Mr. Limcaoco (current Pres. Of Tierra) to collaborate with.

The seminar we attended with DHSUD is an eye opener for us, we have learnt so many things on the MAGNA CARTA of HOMEOWNERS ASSOCIATION and acquired proper understanding in the rules of engagement and regulations of HOA, guided by the By Laws and Articles of Incorporation, established by DHSUD since 2021.

And to share some of the vital roles and responsibilities of both officers and members, kindly refer from the following, which then again is properly guided by HOA ByLaws, and was updated by DHSUD since 2021:

1. Responsibilities of HOA Officers
2. Responsibilities of HOA Members

1. Responsibilities of HOA Officers:

- a. Officers are obliged to be very transparent by sharing or report to all members the following:
  - i. **Financial status of HOA** – which is by Annual
  - ii. **All projects, both the plans and on-going, should announced to all HOA Members** the detailed costing of the projects, scope of works and agreed by at least 50% of “Good Standing HOA members”, i.e. On-going projects:
    1. Arc installation at the guard house near Alabang zapote road
    2. Signage installation near the guard house along Concha Cruz Road
    3. Putting up of fencing at the vacant lot along Dr. JP Laurel St.
  - iii. **All officers** are not allowed to receive honorarium in any form coming from the budget of HOA, Example:
    1. Officers are obliged to pay the same amount of monthly dues like the HOA members, and should be in current status, no overdue. Though can avail the discounting scheme offered to all HOA members.
    2. Officers are not allowed to charge HOA (in any amount) for the service rendered, like professional fees or salaries for being an officer, except for expenses acquired in performing his/her duties, like meals, gasoline, tolls, parking, or the likes.
    3. Officers are not allowed to spend or use HOA assets (equipment, properties, or current fund) for personal gain.

2. Responsibilities of HOA Members

- a. **Monthly Dues:**
  - i. **All HOA Members** are obliged to pay monthly dues consistently. This is for the members to be tagged as a “**Good Standing Members**”. As well as to avail all benefits that HOA implemented, and to name a few:
    1. Cheaper HOA Stickers, streetlights, discounted monthly dues, security guard (in the near future), garbage collection (in the near future) and to any projects that HOA will implemented in the future.

2. Able to join in the election period, like to vote or to candidate him/herself as new officers/board members
- ii. Failure to comply or to pay on time, or non-payment of monthly dues in three (3) consecutive months. HOA Members will be tagged as “**Delinquent Members**”. And the sanctions are as follows:
  1. No rights to vote or to candidate him/herself during election period.
  2. Are still obliged to pay any existing service HOA implemented, i.e. streetlights, HOA sticker, security guard (in near future), garbage collection (in near future) and to any projects that HOA will implemented in the future.
  3. No rights to question or required officers to explain in any future or on-going projects.

On top of this, both members and officers are obliged to attend General Assembly meeting that will required by the officers. From which officers should announce three (3) days prior to the date of the actual General Assembly. And in any case the members or officers cannot attend, it is mandatory to send proxy or representative to attend the meeting. Failure to do so, both members and officers have no right to question or insists to explain for whatever has agreed upon. Especially if quorum is achieved on the said General assembly, which is at least 50% of the total “**Good Standing Members**”.

In lieu of this engagement we had with DHSUD, we take it as an opportunity to check and inquire if we can proceed in amending our current By Laws and Articles of Incorporation, which was established way back 1991. And to adopt the updated By Laws and Articles of incorporation established by DHSUD since 2021, which anyway they (DHSUD) are strictly requiring all registered HOA.

Now, the requirement of DHSUD for us to proceed with the said amendments. We will need to follow our existing By Laws, and this is to hold an election. Because according to our existing By Laws, we will need to hold an election annually.

And so, this coming **March 18, 2023.** We will hold an election, from which our appointed Election Committee, will drop to your house to provide ballot, and for you to vote new board members/officers. That same day or latest the following day, our Election Committee will collect the ballot. And they will do a Facebook live on counting the votes, you may also physically attend on the actual counting at Tres. Maria residence, to witness the actual counting of votes.

According to DHSUD, guided by the new By Laws they have established, here are the guidelines in conducting the elections:

1. Only “**Good Standing Members**” are allowed to vote or to candidate him/herself.
2. “**Delinquent Members**”, whom have overdue or did not pay monthly dues in three (3) consecutive months are not allowed to vote or to candidate him/herself.
3. For “**Delinquent Members**” that would like to vote or have the intention to candidate him/herself on the election, must need to be in current status, or must pay all his/her overdue, at least minimum of two years overdue. Failed to do so, are not allowed to vote or to candidate him/herself.
4. If the total numbers of “**Good Standing Members**” didn’t reach a quorum to conduct election, which means, the total number of “**Good Standing Members**” is less than 50% of the total

members. It will be declared as failure of election, and so, the existing officers will still be the official officers and must file an affidavit for non-Holding of election.

With that, kindly may reach out to Tres. Maria, to find out your current status, either “**Good Standing Members**” or “**Delinquent Members**” . As we will not post it here in our GC to give humanitarian respect.

Thank you,

Rhod Gatbunton  
Corporate Secretary