



Board of Trustees Resolution of Sunland Village East Foundation

WHEREAS The SVE Foundation Board of Trustees wishes to encourage full Board member cooperation through active and consistent attendance at Board of Trustee meetings.

Therefore, it is RESOLVED that the Sunland Village East Foundation shall henceforth adhere to the SVE Board of Trustee Attendance Policy

Guidelines as adopted at its meeting held March 27, 2026 and attached to said resolution.

Trustee signatures and names: Pamela Christoffers Peterson (5/12/2026), James F. Volk (03/27/2026), William L. Hoyer (3-27-26), Lona Christoffers (3-27-26)

The Secretary of the Sunland Village East Foundation, certifies that the above is a true and correct copy of the resolution that was duly adopted at the 3/27/26 meeting of the Board of Trustees.

Secretary's Signature: Pamela Christoffers Peterson, Secretary's Printed Name: Pamela Christoffers Peterson, Date: 5/12/2026



SUNLAND VILLAGE EAST FOUNDATION

Policy #20

Attendance Policy

Article I. Purpose

This policy is intended to encourage full Board cooperation through active and consistent attendance in Trustee meetings. Each Trustee shall receive a copy of this official policy and is directed to insert it in their Trustee manual.

Article II. Policy

No trustee shall have more than three unnotified attendances in a row. (Unnotified is defined as "the trustee did not notify before the upcoming meeting, the President or Secretary to indicate they would not attend the upcoming meeting.)

No trustee shall have more than three consecutive unnotified meetings or exceed three nonconsecutive unnotified meetings within any twelve-month period.

No trustee shall have more than three notified or unnotified absences in a row within any twelve-month period.

No trustee shall have any combination of three notified or unnotified absences within any twelve-month period.

The notified and unnotified absences shall be recorded in the official minutes of the current meeting.

Article III. Procedure

The President will promptly contact the trustee to discuss the attendance problem. The President shall present the trustee's response to the entire Board at it's next regularly scheduled Board meeting.

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In this meeting, the Board shall discuss and select what future actions to take regarding the trustees' future Board membership. If the Board votes to terminate the Trustee, termination shall be based on the above approved Board attendance policy statement.

The Board President shall request a "letter of resignation" from the trustee to be received with the next two weeks. The President shall request the member return their policy manual before the next Board meeting.

At its next regularly scheduled meeting, with a quorum being present, the Board shall vote to accept the trustee's resignation letter, and the vote results shall be placed in the Board minutes of that meeting. The "acceptance of termination" vote shall be decided by a simple majority vote as stated in and governed by our SVE FOUNDATION BYLAWS, ARTICLE II "TRUSTEES", Page 3: Paragraph 8 - "Quorum", Paragraph 9 - "Action Without a Meeting", and Paragraph 10, "Waiver of Notice."

The Board President shall sign a "Consent to Termination" document and present it to the terminated trustee. The document shall contain a space for both the President and the terminated trustee to sign. It shall state both the terminated trustee's acceptance of the Board's termination decision and the Board's acceptance of the trustee's termination. It shall also contain a phrase which states the terminated trustee is voluntarily resigning.

This Board notification and attendance policy shall be reviewed annually and Board authorized during its annual meeting.

Adopted by resolution of the Board of Trustees on this 29th day of April 2021e.

ATTEST: SUNLAND VILLAGE EAST FOUNDATION, an Arizona Corporation

[Signature]

Secretary/Treasurer

[Signature]

President