



BOARD BOOT CAMP

Harle, Janics & Kannen offers a comprehensive training program for Board members to help them in their service to their associations. This program educates Board members on a vast array of topics that are commonly encountered in the community association industry. These topics include:

- Association Governing Documents
 - CC&Rs
 - Bylaws
 - Articles of Incorporation
 - Rules and Regulations
 - Architectural Guidelines
 - Amending Governing Documents
- Board Member Fiduciary Duties:
 - Duty of Loyalty
 - Duty of Care
- Meetings
 - Notice of Meetings and Posting of Agenda
 - Executive Session – importance of confidentiality
 - General Session
 - Board vs. Member Meetings
 - Conduct of Meetings
- The Business Judgment Rule (Corporations Code Section 7231)
Board members must act:
 - In good faith
 - In a manner believed to be in the association's best interests
 - With such care, including reasonable inquiry, that an ordinary prudent person in like position would use in similar circumstances
- Insurance Coverage
 - Directors and Officers Insurance
 - General Liability Insurance
- Duty to Enforce Governing Documents
 - Warning letter
 - Notice and hearing
 - Internal dispute resolution
 - Alternative dispute resolution