

BIRCH CREEK FOREST PROPERTIES, INC. BOARD MEMBER ELIGIBILITY & CONDUCT POLICY

Purpose:

To ensure that all Board Members serve with integrity, accountability, and a commitment to the best interests of the Association, while upholding fiduciary duties and maintaining effective governance.

Eligibility Requirements: (In accordance with Texas Property Code Section 209.00591)

Board Members must:

- Be a Member of the Association (property owner of record).
- Not be a co-owner of property with another sitting Director.
- Not have been convicted of a felony or a crime involving moral turpitude. (within the last 20 years)

Board Candidate Solicitation:

In accordance with **Texas Property Code Section 209.00593**, and the Association's **Elections and Voting Policy**, the Association shall issue a Candidate Solicitation Notice for open Board positions. Interested Members may submit their name for inclusion on the ballot by providing:

- Your Name
- Your Property Address within the Subdivision
- A statement confirming your intent to serve on the Board

Once elected, Board Members must adhere to the following standards of conduct and ethical obligations:

Conflict-of-Interest:

A Board Member must avoid any situation in which personal, financial, legal, or household interests conflict with the best interests of the Association.

A conflict of interest exists when:

- The Board Member, their spouse, or any household member is a party to a lawsuit, claim, or legal action against the Association, its Board, or its agents.
- The Board Member has a personal, financial, or relational interest that may influence or appear to influence their judgment.
- The Board Member's outside relationships or activities compromise impartial decision-making or create divided loyalty.

Disclosure Requirement:

A Board Member with an actual or potential conflict must:

- Fully disclose the conflict to the Board immediately.

- Provide any information reasonably requested by the Board to evaluate the conflict.
- Understand that failure to disclose a conflict will result in an immediate removal from the Board.

Recusal Requirement:

A Board Member with a conflict must:

- Recuse themselves from all discussions, deliberations, votes, and executive sessions related to the conflict.
- Refrain from accessing privileged, confidential, or attorney-client information related to the conflict.
- Avoid influencing any Board action related to the conflict.

Code of Conduct:

A Board Member must:

- Attend scheduled meetings and participate actively.
- Recuse themselves when appropriate.
- Maintain confidentiality of sensitive or legal Board matters.
- Support Board decisions once finalized, even if they personally disagreed.
- Avoid disruptive behavior or personal attacks towards other Board Members.
- Avoid actions and behavior that undermine Board decisions.

Code of Ethics:

A Board Member must:

- Serve the community with fairness, transparency, and integrity.
- Make decisions based on the best interest of the Association, not personal gain or bias.
- Treat all Board Members equally and respectfully, regardless of personal views.
- Promote responsible governance, including consistent enforcement of the Association's governing documents.
- Avoid using their position for influence, retaliation, or favoritism.

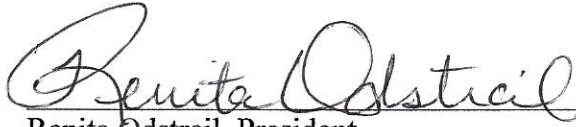
Grounds for Removal:

A Board Member may be subject to removal by a majority vote, a minimum of three (3) of the remaining Board Members in accordance with the Bylaws, if they:

- Fail to meet eligibility or ongoing requirements.
- Violate fiduciary duties or governing documents.
- Engage in harassment, threats, or unethical behavior.
- Miss more than three (3) consecutive meetings.
- Are convicted of a felony or a crime involving moral turpitude. (within the past 20 years)
- Are a party, or their spouse, or household member is a party, to a lawsuit, claim or legal action against the Association, its Board or its agents.
- Engage in any conduct detrimental to the Association, including but not limited to the items above.

CERTIFICATION

We, the undersigned officers of Birch Creek Forest Properties, Inc., hereby certify that this Board Member Eligibility and Conduct Policy was approved and adopted by the Board of Directors on June 06, 2026. It has been entered into the official books and records of the Association and shall be recorded in the Official Public Records of Real Property in Burlleson County, Texas.



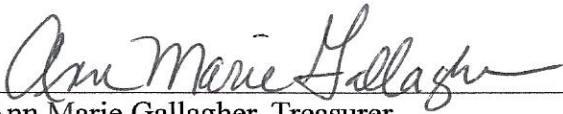
Renita Odstreil, President



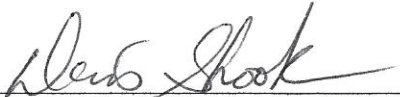
Thomas Scott Howard, Vice-President



John Dunkleman, Secretary



Ann Marie Gallagher, Treasurer



Dennis Shook, Assistant Secretary/Treasurer