

BIRCH CREEK FOREST PROPERTIES, INC.

BOARD HEARING POLICY AND PROCEDURES

In accordance with *Texas Property Code Section 209.007*, the following procedures apply to any Member who receives a formal notice of violation or noncompliance and wishes to request a hearing before the Board of Directors.

1. Requesting a Hearing:

- A Member may request a hearing in writing within thirty (30) days from the date the formal notice was mailed by certified mail.
- Written requests may be submitted to the Association's designated mailing or email address.

2. Scheduling and Rescheduling:

- The hearing will be scheduled to occur within thirty (30) days of receipt of the Member's written request for a hearing.
- The Association will provide written notice of the date, time, and location of the hearing at least ten (10) days in advance.
- A Member may request one rescheduling of the hearing provided seven (7) calendar days' prior notice of the original scheduled date is given. Failure to appear without prior rescheduling may result in the hearing proceeding without the Member present.

3. The Hearing:

- Hearings will be conducted during an executive session with the Board.
- The Member may present relevant facts, evidence, or witnesses.
- A representative of the Association may present the basis for the violation and supporting documentation.
- The Board may render a decision at the conclusion of the hearing or may take the matter under advisement for further review.

4. The Outcome:

- The Association will provide a written summary of the Board's decision to the Member within ten (10) days after the hearing.
- The outcome will state whether the violation is confirmed, dismissed, or subject to further action or mitigation.

5. Further Dispute Resolution:

If the matter remains unresolved following the hearing, the Board, at its discretion may initiate mediation in accordance with the Association's *Alternative Dispute Resolution Policy*.

CERTIFICATION

We, the undersigned officers of Birch Creek Forest Properties, Inc., hereby certify that this Board Hearing Procedures 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 Burleson County, Texas.



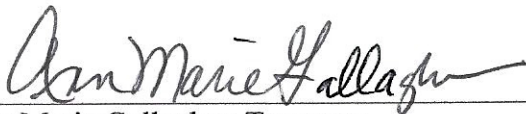
Renita Odstrcil, President



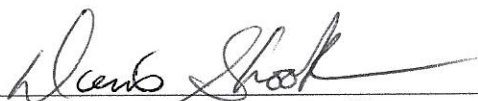
Thomas Scott Howard, Vice-President



John Dunkleman, Secretary



Ann Marie Gallagher, Treasurer



Dennis Shook, Assistant Secretary/Treasurer