

## Amendment of Bylaws and CC&Rs Process

1-24-2026

Dear Mallard Cove Members,

The Board of Directors is writing to inform the community of a **planned, two-phase update to Mallard Cove's governing documents**, beginning with the **Protective Covenants (CC&Rs)** and followed by an update to the **Bylaws**.

This sequencing is intentional and designed to ensure clarity, transparency, and full compliance with our governing documents and Washington law.

### Phase One: CC&R Updates (Property Restrictions)

The CC&Rs govern **property use and land restrictions** and are legally amended under their own authority.

Under the existing CC&Rs, amendments require:

- **Written consent from owners representing at least sixty-five percent (65%) of Mallard Cove, and**

- **Recording of the approved amendments with the Clallam County Auditor.**

Because CC&Rs directly affect property rights and must be recorded to become effective, the community will consider **CC&R updates first**.

Owners will receive:

- The full proposed CC&R text; found on our website [mallardcove.us](http://mallardcove.us). in the menu, click the CC&Rs, Bylaws and Downloads. The password is ducks {case sensitive}

- A written consent form for owners who wish to approve the amendments.

An informational meeting will be held for discussion and questions; however, approval is based solely on **signed written consent**, not meeting attendance.

### Phase Two: Bylaws Updates (Governance Rules)

After the CC&R process is complete, proposed updates to the Bylaws will be brought forward.

The Bylaws govern how the Association operates and must be amended through the **member-driven process set forth in Article XI**, including required meetings and a vote of **two-thirds (2/3) of the members entitled to vote**.

Updating the Bylaws after the CC&Rs allows the Association's operating rules to **align with the newly adopted CC&Rs and current Washington law**.

### Transparency & Participation

The Board's role is to facilitate these processes; **approval authority rests with the members and owners as defined in each document**.

All proposed documents will be made available in advance, and members are encouraged to review them carefully, ask questions, and participate fully.

Additional notices will be sent with specific dates, materials, and instructions for each phase.

Thank you for your continued engagement and care for our community.

Warm regards,

*Board of Directors*

Mallard Cove Maintenance & Recreation Commission