

Whispering Meadows Board Policy No. 301-0324

Clubhouse Usage Policy

1. Clubhouse rental is for Owners in good standing only, as referenced in Board Policy 105, and is not available to those outside our community unless the renter is renting for a Whispering Meadows Owner in good standing.
2. To make a reservation, please call the Clubhouse Chair. Your call will be returned, generally within 24 hours.
3. The Rental fee for a private event is \$150.00, payable to Whispering Meadows Homeowners Association for a maximum of a 24-hour period. Renter agrees to be physically present at all times during the rental period. There is no fee for personal use involving only Whispering Meadows Owners. No more than 20% non owners of the total attending a personal use event may be in attendance or the rental fee will apply.
4. The security deposit fee is \$200, refundable upon final inspection. This fee is not for cleaning after the event. The Clubhouse has a maximum capacity of 96 guests (City Code). No more than 96 guests may be present at any event at any given time. For bookkeeping purposes, payment must be made payable to Whispering Meadows Homeowners Association. A non-resident security deposit for a Whispering Meadows resident may be in the form of a check or Cashier's check, with the address of the resident for which the event is being held, written in the memo section of the check. If any damage to the Clubhouse is in excess of the Security Deposit, the Renter agrees to pay the excess amount for repairs performed by professionals at the Board's discretion. No nails, hooks, hangers, tape, or use other hardware or devices that leave permanent damage in the walls, woodwork, floors, ceiling, that otherwise cause permanent damage to the Clubhouse, shall be used.
5. The Clubhouse Agreement form shall be signed by all event organizers, with inspection before and after the event by a Clubhouse Chair or monitor. If there is more than one owner request for use of the

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Clubhouse, the Clubhouse Director AND Chair will resolve the event requests. Reserved times and dates are based on a first request.. Private rental requests for any same time event shall take priority over any non-rental request.

6. Payment of the rental fee for private events will be made at the time an event is scheduled. The check will be deposited. No date will firmly be reserved until payment has been received. Money will be refunded if event is canceled 30 days or more prior to the reserved date. Payments will be given directly to the Clubhouse Chair, monitor or put in the Whispering Meadows mailbox at the end of S Davidson for the treasurer to process. (No stamp required).

7. A Clubhouse Committee member will initiate the pre-event inspection of the Clubhouse. At the pre-event inspection meeting, the Clubhouse key will be given, collect the security deposit, and the Clubhouse agreement form signed. A convenient post-event inspection time of the Clubhouse will be scheduled. At the post-event inspection, the security deposit will be returned if the Clubhouse has been properly cleaned and is free of damage. The key will be returned at that time. If the key is not returned, the event organizer will be responsible for new key(s) and lock change expenses. No self-monitoring is allowed.

8. Owners are responsible for their own cleaning, vacuuming, and mopping. If owner wants the parking lot or sidewalks cleared, it's at their own expense.

9. The Clubhouse may not be booked by the same Owner for consecutive years on the same major holiday or any high-profile sporting event. Major holidays are New Year's Eve, New Year's Day, Easter, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Eve, and Christmas Day. If the date is still available two months prior to the holiday, it may be open to any Owner, including the person who had that day on the previous year.

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10. Use of the swimming pool is prohibited with the Clubhouse rental due to insurance liability reasons.

11. No pets are allowed in the Clubhouse.

12. No open flame candles may be used within the Clubhouse environment.

13. The Clubhouse is a smoke-free environment. Smoking is prohibited anywhere within the Clubhouse.

14. Any violation of any part of this Policy or Clubhouse Agreement will result in the following:

a) 1st Violation: Forfeiture of full Security Deposit.

b) 2nd Violation: Forfeiture of the privilege of renting the Clubhouse for one year.

c) 3rd Violation: Barred from renting the Clubhouse.

15. By signing the attached Whispering Meadows Clubhouse Agreement, and paying the Security Deposit, Renter agrees to all terms and conditions of the Agreement and this Board Policy.

Approved by the Board of Directors April 23, 2003

Revised and approved by the Board of Directors February 19, 2007; February 16, 2009; May 17, 2010; September 19, 2011; November 19, 2012; January 19, 2015; February 17, 2020; March 15, 2021; November 15, 2021; July 23, 2022 and March 18, 2024.