



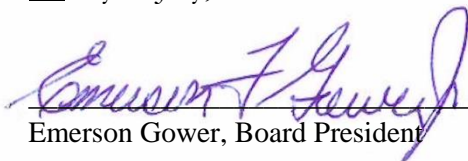
Title 33, Chapter 16 of the South Carolina Code of Laws, as amended from time to time, designates the records that shall be retained by the Association. In accordance with the South Carolina Code of Laws and in the Board of Director's reasonable business judgment, this records retention policy is being adopted.

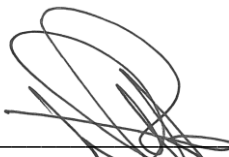
Records to be Retained and Retention Time Frames

The Association shall keep the following records for at least the following time periods:

1. Minutes of all meetings of its members and board of directors - permanently;
2. Governing documents, including plats and plans, articles of incorporation, bylaws, declarations, rules, and all amendments -permanently;
3. Resolutions adopted by the board of directors relating to the characteristics, qualifications, rights, limitations, and obligations of members of any class or category of members - permanently;
4. Opinions of legal counsel-permanently;
5. Tax returns and audits - 7 years;
6. Appropriate accounting records (other than account records of current owners)- 7 years;
7. Account records of current owners- 5 years;
8. Contracts- 5 years after expiration of contract;
9. All written communications to members- 3 years;
10. A list of the names and addresses (business or home) of the current directors and officers;
11. The most recent report of each type required to be filed with the Secretary of State; and
12. A list of the names and addresses of all current members of the Association, in alphabetical order by class, showing the number of votes each member is entitled to cast.

This policy was adopted by the DeBordieu Colony Community Association Board of Directors on the 15 day of July, 2017.


Emerson Gower, Board President


Doug Patton, Board Secretary