

The Village of Cinderberry Homeowners Association, Inc.

The Village of Cinderberry Property Owners Association, Inc.

**THE VILLAGE OF CINDERBERRY
Community Center Rules and Policies**

Adopted July 20, 2011 – Revised September 28, 2017

The Executive Board of the Village of Cinderberry Property Owners Association (POA) and Council of the Homeowners Association (HOA) (hereafter referred to as the Board/Council) have established the following Community Center rules and regulations for all residents on an equal basis. These rules and policies will be strictly enforced and any violation of them may result in a suspension of privileges or other action imposed by the Board/Council. Please note that they are only available for use if the unit Owner or Leaseholder's accounts are current.

Disclaimer:

Homeowners, Renters and Guests, and Non-Cinderberry residents using the facilities do so at their own risk. The Board/ Council and their duly appointed agents and employees shall not be liable for personal injury, damage to, or loss of property arising from the use of the facilities or from the acts, omissions or negligence of other persons using these facilities. The Board/Council shall be held harmless from any and all claims arising by reason of injury or death or any person caused or occasioned by use of the facilities.

General Guidelines:

The hours of operation of all facilities and services provided by the Village of Cinderberry Community Center will be established by the Association's Board/Council. The Board/Council may close certain facilities from time to time for maintenance, repairs and for the purposes deemed necessary. The Community Center Hours will be posted in the Lobby area.

Members:

Every member of the Village of Cinderberry Association is entitled to use all facilities of the Community Center without restriction unless the unit is leased by tenants

Residents:

Members of the Village of Cinderberry Association or tenants leasing a Cinderberry Unit are residents.

Tenants:

Property owners relinquish their membership benefits in the Community Center when their property is leased to a tenant. The Property Owner will notify the Board/Council when a tenant takes possession of a Cinderberry property. The tenant will assume membership benefits and will be held accountable to the Community Center Rules and Regulations.

Guests (General use of Community Center):

Guests of Owners are allowed to use the Community Center facilities only in the presence of an adult (21 years of age or older) and with the approval of the sponsoring owner. Non-Cinderberry residents are allowed to use Cinderberry Hall and Kitchen with prior approval.

Rules and Regulations Common to All Activities

Use:

Please note that the Community Center facilities are only available for use if the Unit Owner's Association accounts are not more than 60 days late and if the resident is in compliance with the Village of Cinderberry governing documents. The Swimming Pool facility is covered under a separate set of Rules and Regulations.

Conduct:

All persons using the recreational common areas must conduct themselves in a courteous manner. Disorderly, verbal or physical misconduct will not be allowed. No member or guest may verbally or otherwise abuse any employee or contractor of the Association or user of the facilities. If such an instant is to occur, any member of the Board/Council reserves the right to have the person vacated from the premises. All complaints pertaining to contracted employees should be made in writing, signed by the resident and forwarded to the Board.

Rules & Regulations Enforcement and Fines:

The Association's Rules and Regulations shall be enforced to the extent permitted by law. This includes the ability to impose and collect fines and other forms and methods of abating violations as determined by the Board/Council.

Emergencies:

If there is an emergency at the Community Center, please use the red emergency phone, which is connected directly to 911.

Violations or Concerns:

Any violations or concerns can be referred to the Board.

Equipment:

All recreational equipment supplied by the Community Center must be returned to the designated storage areas immediately following each use. If other players are waiting their turn to play or use this equipment, the equipment shall be given to them for their use. It is the responsibility of the last person using the equipment to return it to the designated storage area.

Radios:

Portable radios, CD players, etc. will be allowed in the common recreational areas providing they are not loud enough to be offensive to others using the facility. The Board/Council is not responsible for any loss or damages that have occurred.

Pets:

No pets are allowed in the Community Center. Service animals will be allowed.

Food/Drink

Food and drinks are not allowed in the Community Center except for the designated card rooms, Cinderberry Hall and the Kitchen. Glass containers are not permitted on the premises.

Alcoholic Beverages:

The Association will establish guidelines where alcohol may be consumed. Members are responsible for the cleanup of any spills and stains when they occur at their own function. Consumption of alcohol by anyone under the age of 21 is prohibited. Controlled substances are prohibited throughout the Community Center.

Attire:

Shoes and shirts must be worn at all times while in the Community Center. Wet bathing suits and/or wet feet are not allowed outside the pool area at any time. Street shoes are not permitted on the exercise equipment.

Meetings and Functions

Business of the Village of Cinderberry Property Owners Association (POA) and Homeowners Council (HOA) has priority over residential and non-residential events and functions. All regularly scheduled Association, Executive Board, Council, and Committee Meetings will have priority room use. Otherwise, services are on a first come, first serve basis. Groups of residents and Executive Board/Council Committees are for residents in good standing and are encouraged to use Cinderberry Hall and Kitchen for their group activities and meeting.

Smoking:

Smoking is not allowed anywhere in the building or on the grounds surrounding the center.

Bicycles:

Bicycles are not to be left in front of the Community Center, brought into the Community Center or Pool Area. The Board/Council is not responsible for any loss or damaged bicycles left outside the Community Center.

Lockers:

The lockers are available for the use of all residents and their guests while using the recreational facilities. The lockers must be emptied at the end of such usage. No one will be permitted to store items in the lockers overnight. The Board/Council is not responsible for any loss or damage that occurs to personal property.

Lights:

The last person leaving any room in the Community Center must turn off all lights including the Pool Room and Bathrooms. Make sure faucets are turned off completely.

Fitness Center

No one under the age of 18 is permitted in the fitness center without adult supervision. Users should consult their physician for exercise recommendations. Residents and/or their guests must wipe down the equipment after using the equipment. Any residents who choose to use the equipment in the fitness center will do so at their own risk. We recommend that residents employ the "buddy system" and should, for their own safety, always have another person present when using the equipment. Proper exercise attire must be worn; tennis shoes or sneakers must be worn while operating fitness equipment. Exercising without a shirt is not permitted. Any equipment failures should be reported to the Board/Council. No one should use any of the exercise equipment for more than thirty minutes when someone is waiting to use it.

Parking Area:

Self-parking is permitted only in the designated parking areas. No parking will be allowed on grassed areas. "No Parking" signs will be observed. Any vehicle parked overnight must have an overnight parking form displayed on the dashboard. Violators of the parking restrictions may have their vehicles towed at their expense.

Reservations – Cinderberry Hall

Application Categories:

Residents:

- A. Cinderberry Hall and Kitchen may be reserved by a resident in good standing for private social functions that would normally be held in a resident's home if space were available. This includes birthday celebrations, birthday/baby showers and similar rites for family and close friends. This does not include a "friend of a friend" where the resident is not the Host/Hostess. **A \$50.00 use charge will be assessed** and the Host/Hostess must remain with the party throughout the reservation period.
- B. Residents, who wish to rent the Hall for activities such as political, religious or social functions that, by their nature, would exclude other residents, may do so under the **Non-Resident policy**. Open invitation to all residents does not negate this requirement.
- C. **Special Activities or Courses of Instruction:** Activities can be scheduled through the Board Secretary or Community Center Committee. There should be no fee collected for any instruction delivered. Events will be posted on the Monthly Activities Calendar.
- D. **Fundraisers:** Residents who wish to hold fundraising events to benefit interest outside the Village of Cinderberry, will be considered on a case by case basis and charges will be assessed accordingly. Fundraising requests to benefit the Village of Cinderberry can be scheduled through the Community Center Committee.
- E. Reservations under this policy will be approved on a case by case basis and only for times when the Community Center will not be in use for regularly scheduled Social Activities, Dates and Times available can be obtained by calling the Board Secretary or Community Center Committee. Rental time must include time for clean-up. Late clean-up may be allowed, with prior approval for unexpected events such as power outages.
- F. The Boards will rely on the integrity of all Village of Cinderberry residents that submit request under the provisions of this policy. If deception on the part of the requestor is later discovered, the resident may be subject to the loss of Community Center privileges or a fine deemed appropriate by the Board.

Non Residents:

Non-Residents may reserve Cinderberry Hall and the Kitchen by going through the above described Reservation Process **45 days prior to the event**. **There is a fee of \$175.00** for Cinderberry Hall and the Kitchen for each event or function.

Security Deposit and Use Fee if applicable:

All applicants shall submit a separate \$100.00 Security Deposit with their completed Reservations Form (except Board/Council sponsored/related activities, meetings or events). If, after the event, Cinderberry Hall and the Kitchen is cleaned and returned to proper configuration, the Village will return the Security Deposit check to the applicant. When applicable, there is a non-refundable Use Fee of at least \$25.00.

Cinderberry Hall Rules:

- a. Fire Codes require that all outside doors must remain closed.
- b. No decorations are allowed to be secured to the walls by any means.
- c. Use of balloons for decoration is discouraged because of the high ceiling in the hall. Escaped balloons will have to be removed by the party reserving the hall. This could be very expensive as equipment needed is not readily available.
- d. No cooking is allowed in Cinderberry Hall or Kitchen, except for microwave warming.
- e. All furniture must be replaced as originally arranged.
- f. No smoking is permitted in the Center or on the grounds surrounding the Center.

Amendments and Changes:

These rules and Regulations are subject to change at any time. The Board/Council may amend these Rules and Regulations from time to time without the consent of any person or entity. All changes to these Rules and Regulations will be posted in the Community Center as well as on the Village of Cinderberry website: www.villageofcinderberry.com . It is the responsibility of the residents to stay abreast of all amended rules and regulations.

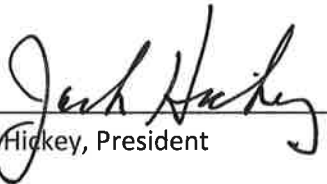
Community Center Rules and Policies

September 28, 2017

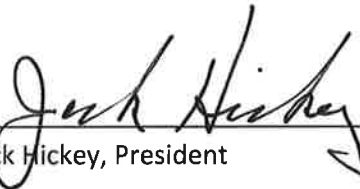
The Revised Village of Cinderberry Community Center Rules and Policies are Approved This Day of September 28, 2017 by:

Village of Cinderberry
Homeowners Association, Inc.


Village of Cinderberry
Property Owners Association, Inc.




Jack Hickey, President



Jack Hickey, President



Robert Holston, Vice President



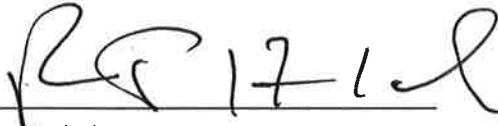
Robert Holston, Vice President



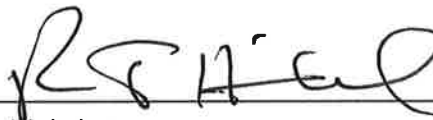
Diane Alpaugh, Secretary



Diane Alpaugh, Secretary



Ron Hinkel, Treasurer



Ron Hinkel, Treasurer



W. Mike Pitcher, Member at Large/Mtc.



W. Mike Pitcher, Member at Large/Mtc.

Today's Date: _____

RESIDENT

**REQUEST FOR RESERVATION/RENTAL OF CINDERBERRY HALL AND KITCHEN
VILLAGE OF CINDERBERRY COMMUNITY CENTER**

Please Print:

I wish to reserve Cinderberry Hall and Kitchen on Date: _____ during the hours of _____ and _____.

Purpose of Event:

This _____ (Is) _____ (Is Not) a Village of Cinderberry Associations' sponsored event that is open to all residents.

Name of Requestor

Address:

Street

Town

State

Zip Code

Telephone # _____ Cell Phone # _____

_____ I have received and read the Village of Cinderberry Community Center Rules and Policies dated September 28, 2017 and agree to comply with all rules therein. I have read the disclaimer and agree to comply with it also.

Signature of Requestor: _____ Date: _____

- () Security Deposit: **\$100.00** for all applicants
- () Resident – If Open to All Residents of the Community: **NO FEE**
- () Resident – Fees for Private Event: **\$50.00**
- () Non-Resident Fee (even if co-sponsored by a Resident) for all events: **\$175.00**
- () Fundraiser by Resident: Handled on a Case by Case basis with a **\$25.00** fee.
- () Purpose of Fundraiser: _____
- () Does Fundraiser benefit all of the Village of Cinderberry Residents _____ YES _____ NO
Fundraisers benefiting our community and open to all residents: **NO FEE**
All other Fundraisers subject to a **\$25.00** fee.

Please Note: Use Fees are Non-Refundable

The Security Deposit of \$100.00 will be returned to the applicant if Cinderberry Hall and the Kitchen are properly cleaned and restored to proper configuration after the event.

Today's Date: _____

NON-RESIDENT

**REQUEST FOR RESERVATION/RENTAL OF CINDERBERRY HALL AND KITCHEN
VILLAGE OF CINDERBERRY COMMUNITY CENTER**

Please Print:

I wish to reserve Cinderberry Hall and Kitchen on Date: _____ during the hours of ____ and ____.

Purpose of Event:

I understand that the following rules apply to my usage of the facilities:

- a. Usage is restricted to the Hall, Kitchen and Restrooms. All other rooms are for residents only.
- b. Access to the Pool/Fitness Area is prohibited.
- c. Cooking is not allowed in Cinderberry Hall or the Kitchen except for microwave warming.
- d. No smoking is allowed in the Community Center or on the grounds surrounding the Center.
- e. User will be responsible for trash removal and disposal.
- f. Fire Codes require that all outside doors remain closed.
- g. No decorations are allowed to be secured to the walls by any means.
- h. Use of balloons for decoration is discouraged because of the high ceiling of the Hall. Escaped balloons will have to be removed by the party reserving the hall.
- i. All furniture must be replaced as originally arranged, and facilities will be cleaned prior to departure. Vacuum cleaner and cleaning supplies are located in hall closet outside the kitchen hallway.

I have enclosed a check in the amount of **\$175.00** to cover the usage fee and a separate check for **\$100.00** security deposit which is returnable to me if I comply with the aforementioned rules.

Name of Requestor

Address:

Street

Town

State

Zip Code

Telephone # _____ Cell Phone # _____

Cinderberry Contact: _____

Name

Telephone #

Cell Phone #