

## **Grievance Procedure**

All written complaints relative to any person's conduct shall first be referred to this committee. The Grievance Committee shall make such investigation as it deems necessary to present its recommendations to the Board of Directors. If the Grievance Committee recommendation of a formal charge is approved by the Board of Directors, the grievance Committee shall draft and submit to the Board of Directors a letter of Complaint. The Grievance Committee shall report all instances of non-compliance to Management. Minutes of Grievance Committee hearings will not be released to any person subject to the disciplinary action.

*From the 2007 HOA Bylaws*