

Changing the Rules: A Guide to Amending Your Governing Documents

This guide outlines the legal process for updating a corporation's or association's "Rule Books" (Articles, Bylaws, and Declarations), balancing board authority and member voting rights with strict legal caps.

THE AMENDMENT PROCESS



Proposing the Change



Fair and Reasonable Notice

Members must be told about the vote 10 to 60 days in advance.



The Member Vote

Most major changes require a meeting and a "Yes" vote from members.

IMPORTANT LEGAL LIMITS



The 67% Voting Cap

HOA rules cannot require more than 67% of owners to approve a change.



Filing and Recording

You must file updates with the state or record them with the county.



The 60-Day Lender Rule

If a bank doesn't respond to a change request in 60 days, it counts as a "Yes."