

**MORGAN CREEK VILLAGE PROPERTY OWNERS ASSOCIATION.  
RECORDS RETENTION POLICY**

The Board of Directors for **MORGAN CREEK VILLAGE PROPERTY OWNERS ASSOCIATION** (the "Association"), Texas non-profit corporation approved the following Records Retention Policy on the 27th day of **October, 2023**.

The Association's records shall be maintained as follows:

**RECORD**

**RETENTION PERIOD**

Certificate of Formation/Articles of Incorporation,  
Bylaws, Declarations and all amendments to the  
aforementioned documents

Permanent

Tax returns and tax audits for the association

Seven (7) years

Financial books and records for the association

Seven (7) years

Current Owners account records for the association

Five (5) years

Contracts with a term of more than one year

Four (4) years after the contract expires

Member meetings and Board meetings minutes  
Of the association

Seven (7) years

The above referenced records are the only records subject to retention. Upon the expiration of the retention date, the applicable records will be considered not maintained as a part of the Association books and records.

**CERTIFICATION**

"I, DON MORRIS, President of MORGAN CREEK VILLAGE PROPERTY OWNERS ASSOCIATION hereby certify that the foregoing Resolution was adopted by at least a majority of MORGAN CREEK VILLAGE PROPERTY OWNERS ASSOCIATION, Board of Directors.

MORGAN CREEK VILLAGE PROPERTY OWNERS  
ASSOCIATION, a Texas non-profit corporation

By: Don Morris  
DON MORRIS, its President

**ACKNOWLEDGMENT**

**STATE OF TEXAS**

**COUNTY OF** Fort Bend

This instrument was acknowledged before me on the 30 day of March, 2024, by DON MORRIS, President, of MORGAN CREEK VILLAGE PROPERTY OWNERS ASSOCIATION, a Texas non-profit corporation, on behalf of said corporation.



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Notary Public, State of Texas

**AFTER RECORDING RETURN TO**

**Moursund Law Offices, P.C.**

**P.O. Box 7627**

**Horseshoe Bay, Texas 78657**

