

HOMEOWNER FORUM SPEAKER GUIDELINES

Homeowners are invited to attend and observe the Board of Directors conduct its business at all regular or special Board meetings. Attending a Board meeting is a great way to become familiar with the issues facing our community. Meetings in executive session are closed to all non-Board member homeowners.

During the Board meeting, a homeowner may not speak to the Board or any Board member. The only persons permitted to speak are the Board members, the Association's managing agent and other persons invited by the Board to provide specific information or advice on matters deliberated upon at the meeting. However, there will be a Homeowners' Forum to enable all homeowners who wish to address the Board on any Association matter to make their comments or express their concerns.

Following are speaker's guidelines for the Homeowners' Forum:

1. Homeowners are welcome to address the Board. Only the homeowner who has the floor may speak.
2. Homeowners may be requested to sign a register, raise their hand to be called on, or may be asked to complete a speaker request form to speak to the Board during the Homeowner Forum.
3. If called on by the Board, please state your name, property address, and briefly state your request or comments. Every homeowner will be allotted three (3) minutes to speak. State your issue with as much detail as you believe necessary. In the essence of time, please be concise and stay to the point of your issue. Bring any documentation pertaining to your issue(s) to give to the Board. This will help in expediting a response from the Board. Please note that homeowners may not concede their time to another homeowner to allow them to speak for a longer period of time.
4. The Board of Directors may take all matters under submission and may not respond to your request or answer your questions at this meeting.
5. In the interest of time, any issue posed to the Board of Directors which requires no action of the Board of the Directors and would best be responded to by the managing agent will receive a written response within five (5) days of this meeting.
6. Please be respectful at all times. The Board of Directors will not tolerate abusive language or conduct disruptive to the proceedings. All homeowners or residents, if applicable, will respect the time allotted to other attendees. The President may close the Homeowner Forum if order is not maintained.
7. The foregoing rules of conduct shall also apply to the Homeowners' Forum segment at the Annual Meeting or any Special Meeting of the homeowners.