

Open Board of Directors Meetings Member Attendance Procedure

1. Meetings of the Board of Directors are open to Members of the Association subject to the right of the Board of Directors to adjourn into Executive Session as allowed by law. Members will be excused from the meeting during Executive Session.
2. Any Member of the Association who wishes to attend a Board of Directors meeting must notify the Association's Management Company at least 48 hours in advance to ensure there will be adequate seating available.
3. Upon completion of the Member presentations in accordance with Paragraph 4 below, if any, the Board may take up its regular agenda. During this time it is imperative that Members understand they are attending a meeting of the Board of Directors and not a meeting of Members. The Board is allowed to consider and discuss agenda items without interruption by Members in attendance. Accordingly, Members who wish to address the Board during consideration of agenda items may not participate in the discussion unless and until they are recognized by the Chairperson of the meeting, normally the President. The Chair is under no obligation to recognize a Member while the Board is in the process of considering and discussing agenda items. Members are, therefore, encouraged to take advantage of the process established to address the Board with specific issues in accordance with the procedures set forth in Paragraphs 4 and 5 below.
4. If any Member wishes to address the Board of Directors the Member must provide the Management Company a written summary of the subject matter which the Member would like to bring before the Board for discussion at least three (3) business days prior to the scheduled meeting date in order to have it placed on the meeting agenda and to allow the Board adequate time to prepare for a constructive discussion of the matter during the meeting.
5. Members wishing to address the Board should also come to the meeting well prepared as their presentation and/or discussion will be limited to 5 minutes. The Member shall be responsible for supplying any Audio Visual equipment, personal computers, handouts or other presentation aides, if required, for his or her presentation. In order for the Board to conduct regular business of the Association and keep the meetings to a reasonable length, the number of Members speaking at any one Board meeting shall be limited to three (3).
6. Members who do not follow the procedures set forth herein, become unruly or otherwise disrupt the meeting thereby preventing the Board from conducting the regular business of the Association, may be asked to leave.
7. Audio or video recordings of the meetings of the Board of Directors are prohibited.