

## Brighton Bay Horizontal Property Regime Policy Resolution No. 1

### Resolution for Allowing Owners to Attend Board Meetings

WHEREAS, Article IV, Section 2 of the By-laws of Brighton Bay Horizontal Property Regime and the Brighton Bay Owners' Association, Inc. grants the Board of Directors "the powers and duties necessary for the administration of the affairs of the Association and may do all such acts and things as are not by law, or by these By-Laws, directed to be executed and done by the Association or individual Co-Owners;" and

WHEREAS, it is the intent of the Board to establish procedures for Owners who want to attend board meetings;

Now, therefore, be it resolved that the procedures for Owners who want to attend board meetings are as follows;

1. Only Owners listed on the deed are eligible to attend board meetings. In the case of a corporation, a designated officer may attend to represent the corporation.
2. Owner's accounts must be in good standing with the Association in order to be on the agenda. The only exception being if the owner specifically wishes to speak to the Board about their past due balance.
3. Owners must notify the management company that they will be attending at least one week in advance of the meeting.
4. If the Owner wishes to be on the agenda, the topic must be submitted to management in writing at least one week prior to the meeting.
5. If the Owner is on the agenda, their topic will be the first item addressed.
6. There will be a time limit of 10 minutes for the owner to address the board.
7. If the Owner opts to observe the rest of the meeting, he or she will be seated but not at the executive table.
8. The Owner may not participate in any discussions or ask any questions during the meeting.
9. The Owner will be asked to leave the room if the board breaks into executive session. Executive session includes personnel issues, problems with vendors, anything dealing with correspondence/advice from the Association's attorney or any other discussions not for public dissemination due to privacy issues.
10. Owners are prohibited from recording the meeting by any method except taking handwritten notes.
11. If an Owner disrupts the proceedings of a board meeting, they will be asked to leave. If the Owner refuses to leave, the meeting will be adjourned and that owner will be barred from attending any future board meetings unless the President authorizes attendance of the offending Owner.

Date adopted June 17, 2008 President Diane E. Williams