

MASTER BOARD OF DIRECTORS MEETING POLICY

Board meetings are business meetings of the Board, not unit owner meetings. These meetings are open to all unit owners so that they can see what the Board is doing, however, unit owners voted for this Board to make these decisions and interference in doing our job is not permitted.

1. Unit owners may attend all board meetings and all committee meetings except for:

- Meeting with the association's attorney where litigation is being discussed or if the meeting is held for the purpose of seeking or rendering legal advice.
- Meetings to discuss personnel issues.

2. Unit owners may speak at meetings regarding items on the agenda for no more than three minutes. The unit owner will raise their hand and request permission to speak after the agenda item has been discussed and before the Board votes on it and will be recognized by the President of the Board. After three minutes, the President will thank the owner and move on to vote on the agenda item unless another owner wishes to speak. Owners may not mention non-agenda topics at the meeting. If a unit owner would like a specific item on the agenda, they should contact the Association 72 hours in advance of the meeting at master@lasbrisasdoral.com for the Board to consider adding said topic to the agenda which may be denied in the Board's sole discretion absent 20 percent of the voting interests petitioning the Board to add such an agenda item. If 20 percent of the voting interests petition for an item to be placed on the agenda, the Board within 60 days after receipt of the petition, shall place the item on the agenda at its next regular board meeting or at a special meeting called for that purpose.

3. Unit owners may record (video or audit) meetings so long as the equipment does not produce distracting sounds or lights. Further, the Board adopts the following rules:

- The video/audio equipment is to be placed no less than ten (10) feet in front of the Board; videotape the entire Board and not just one or more Board members; and position the video camera to ensure that only the upper body, including faces, of Board members are videotaped. Equipment must be set up in advance of the meeting start.
- Equipment must be stationary throughout the meeting.
- Unit owners must give the board 24 hours advance notice of their intentions to record the meeting.

4. All unit owners must sign in upon arrival.

5. In the event of any disruptions during the meeting, a first warning will be given to the individual(s). If the disruption continues, the individual(s) will be asked to leave the meeting. Any sign of disrespect to any of the members of the Board of Directors or any other owners will cause for the individual(s) to be removed from the meeting and banned from future meetings.