

**NORTHSTAR ESTATES HOMEOWNER'S ASSOCIATION OF DAVIE, INC.
RULES REGARDING OWNER PARTICIPATION AT MEETINGS**

BOARD AND COMMITTEE MEETINGS

- ***Board and Committee Meetings Defined.***

A. ***Board Meeting*** is defined as a quorum of directors gathered to conduct official Association business. *Board Meeting* does not include fact finding inquiries or investigations, or legal inquiries or investigations, used as a basis to obtain information or documentation and inform directors so that directors may determine, at a *Board Meeting*, what course of action to take. Without limiting the foregoing, *Board Meeting* does not include a meeting between the Board and its attorney when the meeting would be protected by the attorney-client privilege or when the meeting concerns proposed or pending litigation. *Board Meeting* also does not include a meeting where personnel matters will be discussed.

B. ***Committee Meeting*** is defined as a quorum of committee members gathered to conduct the official business of the committee. *Committee Meeting* does not include fact finding inquiries or investigations, or law inquiries or investigations, used as a basis to obtain information or documentation and inform committee members so that committee members may determine or recommend, at a *Committee Meeting* or *Board Meeting*, what course of action to take. Without limiting the foregoing, *Committee Meeting* does not include a meeting between the committee and the Board's attorney when the meeting would be protected by the attorney-client privilege or when the meeting concerns proposed or pending litigation.

C. ***Committee*** is defined as an official body created by the governing documents or by Resolution of the Board of Directors or President to which certain specified powers (as set forth in the Resolution) are delegated or to which certain actions (as set forth in the Resolution) have been delegated. The official business of the committee is as set forth in the Board of Directors' or President's Resolution creating the committee.

- ***Attendance at Board or Committee Meetings.***

A. An owner has no right to and cannot attend a *Board Meeting* or a *Committee Meeting* except as provided by law. A person who is not an owner cannot attend a *Board Meeting* or a *Committee Meeting*, except for a person named as a power of attorney for an owner.

- ***Participation at Board and Committee Meetings.***

A. An owner cannot make a statement at a *Board Meeting* or a *Committee Meeting* except as provided by law. A person who is not an owner cannot make a statement at a *Board Meeting* or a *Committee Meeting*, except for a person named as a power of attorney for an owner.

B. An owner who wants to make a statement at a *Board Meeting* or a *Committee Meeting* must submit a written request to make a statement to the Secretary (or Manager). The written request must specify the particular agenda item on which the owner wants to make a statement. The written request must be submitted prior to the time of the *Board Meeting* or *Committee Meeting*. An owner who fails to timely submit the written request to make a statement cannot make a statement at the

meeting. An owner can speak only in reference to the agenda item specified in the written request. No owner can make any statement on anything other than the particular agenda item specified in the written request to make a statement. A separate written request must be made for each *Board Meeting* and each *Committee Meeting* at which the owner wants to make a statement. Blanket or general written requests to make statements, such as "All Board Meetings", are prohibited and will not be honored.

C. A statement by an owner at a *Board Meeting* or *Committee Meeting* is restricted solely to items designated on the agenda for that *Board Meeting* or *Committee Meeting*. Statements on any item, subject, issue, or matter that is not specifically designated on the agenda for that meeting are prohibited.

D. An owner can speak only once in reference to the agenda item specified in the written request, unless otherwise requested to speak again by the Chairman of the meeting. An owner statement cannot exceed three (3) minutes unless requested to do so by the Chairman of the meeting. The Chairman of the meeting will give the floor to the owner permitted to make a statement subsequent to the discussion by the Board of Directors or *Committee* of the agenda item upon which the owner will make a statement, but prior to the voting of the directors or committee members on that agenda item.

- ***Recording Board or Committee Meetings.***

A. No owner can tape record or videotape any *Board Meeting* or any *Committee Meeting* except as permitted by law. For security and privacy reasons, videotapes of meetings made by an owner are not to be uploaded to the internet in any fashion including by posting to sites such as YouTube or viewable by the general public. An owner who wants to tape record or videotape a *Board Meeting* or *Committee Meeting* must submit a written request to tape record or videotape the meeting to the Secretary (or Manager) prior to the time for the meeting. The written request must specify the method of recording the owner will utilize. A separate written request must be made for each *Board Meeting* and each *Committee Meeting* the owner wants to tape record or videotape. Blanket or general written requests to record meetings, such as "All Board Meetings", are prohibited and cannot be honored.

B. No tape recording or videotaping of any *Board Meeting* or any *Committee Meeting* can interfere with or obstruct the meeting. None of the equipment used for taping can interfere with or obstruct any owner's or director's view of the meeting, ability to hear the meeting, block access to or from the meeting or to or from the seating in the meeting, or constitute a tripping hazard. Extra lighting for videotaping is prohibited. All taping equipment used must conform to the electrical codes. No accessory can be attached to any electrical outlet that enables more equipment to utilize the outlet than would normally and safely utilize the outlet. The use of wearable technology including but not limited to Google Glass to surreptitiously tape any *Board Meeting* or any *Committee Meeting* will result in the user of such technology being ejected from the meeting in addition to the penalty set forth in Subsection D.

C. The Board of Directors or Chairman of the meeting reserves the right to limit the number of tape recorders and videotape recorders at a meeting to avoid confusion, tangled or cumbersome equipment and safety problems.

D. Any person violating the rules regarding taping of meetings will lose the right to tape

record or videotape any and all meetings held during the twelve (12) month period following the rule violation.

OWNER MEETINGS

- ***Owner Meetings Defined.***

A. ***Owner Meeting*** is defined as a quorum of owners gathered to conduct official Association business. *Owner Meeting* does not include fact finding inquiries or investigations, or law inquiries or investigations, used as a basis to obtain information or documentation and inform owners so that owners may determine, at an *Owner Meeting*, what course of action to take.

- ***Attendance at Owner Meetings.***

A. An owner or a person named in a valid proxy as a proxy holder for an owner for that particular meeting cannot attend an *Owner Meeting* except as provided by law. Any person other than an owner or a person named in a valid proxy as a proxy holder for an owner for that particular meeting or a person named as a power of attorney for an owner, is prohibited from attending an *Owner Meeting*.

- ***Participation at Owner Meetings.***

A. An owner or a person named in a valid proxy as a proxy holder for an owner for that particular meeting cannot speak at an *Owner Meeting* except as provided by law. Any person other than an owner, a person named in a valid proxy as a proxy holder for an owner for that particular meeting or a person named as a power of attorney for an owner is prohibited from speaking at an *Owner Meeting*.

B. An owner, a person named in a valid proxy as a proxy holder for an owner for that particular meeting or a person named as a power of attorney for an owner who wants to make a statement at an *Owner Meeting* must submit a written request to make a statement to the Secretary (or Manager). The written request must specify the particular agenda item on which the owner or the person named in a valid proxy as a proxy holder for an owner for that particular meeting wants to make a statement. The written request must be submitted at least 48 hours prior to the time of the meeting. An owner, a person named in a valid proxy as a proxy holder for an owner for that particular meeting or a person named as a power of attorney for an owner who fails to timely submit the written request cannot make a statement at the meeting. An owner, a person named in a valid proxy as a proxy holder for an owner for that particular meeting or a person named as power of attorney for that owner, can speak only in reference to the particular agenda item specified in the written request. No owner, no person named in a valid proxy as a proxy holder for an owner for that particular meeting and no person named as a power of attorney for that owner can make any statement on anything other than the particular agenda item specified in the written request to make a statement. A separate written request must be made for each *Owner Meeting* at which the owner, person named in a valid proxy as a proxy holder for an owner for that particular meeting or person named as power of attorney for that owner wants to make a statement. Blanket or general written requests to make statements, such as "All Owner Meetings", are prohibited and cannot be honored.

C. Any statement by an owner or a person named in a valid proxy as a proxy holder for an owner for that particular meeting at an *Owner Meeting* is restricted solely to items designated on

the agenda for that meeting. Statements on any item, subject, issue, or matter that is not specifically designated on the agenda for that meeting are prohibited.

D. An owner, a person named in a valid proxy as a proxy holder for an owner for that particular *Owner Meeting*, or a person named as a power of attorney for that owner can speak only once in reference to the agenda item specified in the written request. An owner statement, a statement by a person named in a valid proxy as a proxy holder for an owner for that particular meeting or a statement by a person named as a power of attorney for that owner cannot exceed three (3) minutes. The Chairman of the meeting will give the floor to the person permitted to speak subsequent to the calling of the agenda item upon which the person will make a statement, but prior to the voting of the owners upon that agenda item.

- ***Recording Owner Meetings.***

A. No owner can tape record or videotape any *Owner Meeting* except as permitted by law. For security and privacy reasons, videotapes of meetings made by an owner are not to be uploaded to the internet in any fashion including by posting to sites such as YouTube or viewable by the general public. A person who is not an owner cannot tape record or videotape an *Owner Meeting*. The use of any type of wearable technology, including but not limited to, Google Glass falls within the definition of "tape recording" or "videotaping" a meeting and owners and/or users of such devices must comply with this subsection entitled "**Recording Owner Meetings**". An owner who wants to tape record or videotape an *Owner Meeting* must submit a written request to tape record or videotape the *Owner Meeting* to the Secretary (or Manager). The written request must specify the method of recording the owner will utilize. A separate written request must be made for each *Owner Meeting* the owner wants to tape record or videotape. Blanket or general written requests for tape recording or videotaping, such as "All Owner Meetings", are prohibited and cannot be honored.

B. No tape recording or videotaping of any *Owner Meeting* can interfere with or obstruct the meeting. None of the equipment used for taping can interfere with or obstruct any owner's or director's view of the meeting, ability to hear the meeting, block access to or from the meeting or to or from the seating in the meeting, or constitute a tripping hazard. Extra lighting for videotaping is prohibited. All taping equipment used must conform to the electrical codes. No accessory can be attached to any electrical outlet that enables more equipment to utilize the outlet than would normally and safely utilize the outlet. The use of wearable technology including but not limited to Google Glass to surreptitiously tape any *Owner Meeting* will result in the user of such technology being ejected from the meeting in addition to the penalty set forth in Subsection D.

X. The Chairman of the Meeting reserves the right to limit the number of tape recorders and videotape recorders at an Owner Meeting to avoid confusion, tangled or cumbersome equipment and safety problems.

Δ. Any person violating the rules regarding taping of meetings will lose the right to tape record or videotape any and all meetings held during the twelve (12) month period following the rule violation.

ENFORCEMENT OF MEETING RULES

- ***Ejection.***

A. Any person not authorized by law and these rules to attend a meeting is prohibited from attending the meeting or must be ejected from the meeting when his or her presence is detected. Notwithstanding the above or anything in these rules to the contrary, the Board of Directors or a *Committee* may invite a person to a meeting, who otherwise would be prohibited from attending the meeting, if that person will make a presentation to the Board of Directors or the *Committee* on an agenda item for that meeting, if that person is appointed as the Sergeant-at-Arms for that meeting or if the Board of Directors or Committee feels that such person's presence would be beneficial to the meeting's function or purpose.

B. Any person who attends a meeting and fails to comply with the foregoing rules or who becomes unruly, disruptive, hostile or otherwise interferes with the peaceful operation of the meeting can be ejected from the meeting. The Chairman of the meeting may, in the Chairman's sole discretion, give the non-complying person a warning regarding ejection, or depending upon the nature of the non-compliance, call for immediate ejection.

C. The Chairman of the meeting may appoint a Sergeant-at-Arms, who, at the direction of the Chairman, will either remove the unauthorized or non-complying person or contact the police and have the police remove the unauthorized or non-complying person. The Sergeant-at-Arms need not be a member of the Association.

- ***Fines.***

A. The Board of Directors may, in accordance with the fining authority and procedures set forth in the association documents, levy a fine against any person who fails to comply with these rules.

- ***Legal Action.***

A. The Board of Directors may take whatever appropriate legal action is available against any person who fails to comply with these rules.

- ***Other Remedies.***

A. Nothing in these rules can be construed to limit or restrict any of the Association's rights or remedies, or act as an election of remedies. All rights and remedies available to the Association are cumulative.