

LAKESIDE GREEN II-B HOMEOWNERS ASSOCIATION, INC.

**RESOLUTION: PROCEDURE FOR SPEAKING AT
BOARD OF DIRECTORS' AND UNIT OWNERS' MEETINGS**

WHEREAS, regulating the frequency, duration, and matters Unit Owners may discuss at Directors' and Unit Owners' Meetings facilitates member interest and better participation in community affairs;

WHEREAS, Florida Statutes §720.303(2) and §720.306(6) expressly urge associations such as the Association to adopt rules governing the frequency, duration, and other manner of Unit Owner statements;

WHEREAS, the Directors recognize that the efficient operation of the Association requires open meetings and a free exchange of ideas and concerns among the Unit Owners;

WHEREAS, frequently, meetings extend longer than required, many times by a Unit Owner improperly addressing issues not previously placed on the agenda or by a Unit Owner repetitively addressing the Directors for an extensive period of time;

WHEREAS, when a Unit Owner speaks repetitively or for an extended period of time, such action intrudes upon other Unit Owners' opportunity to speak;

WHEREAS, reducing demands upon Directors' time by providing for more efficient meetings facilitates volunteer recruitment; and, leadership; and,

WHEREAS, Unit Owners have a tendency to repeatedly interrupt and talk over other Unit Owners making it difficult to hear each speaker;

NOW THEREFORE, in consideration of the above, the Board of Directors resolves as follows and adopts the following rules and regulations:

1. Agenda. At a Board of Directors' or Unit Owners' Meeting, Unit Owners may address matters opened for discussion or matters included on the agenda in advance of the meeting.

2. Speaking Order. Unit Owners shall sign in prior to the Meeting for the Agenda Item(s) they wish to speak to in advance of the Meeting on the provided sign in sheet. Owners will be called to speak in the order in which they have signed in. Should the sign-in-sheet not be available Unit Owners desiring to speak on a matter shall raise their hands to be recognized by the Chairperson. Unit Owners may commence speaking when recognized by the Chairperson. The Chairperson will identify the speakers in the order that the Unit Owners have raised their hand to request to speak or other reasonable method. Out of courtesy for one another, Unit Owners should refrain from speaking out of order. No obscene or profane language will be permitted.

3. Procedure. For proper identification Unit Owners should stand when speaking. To allow all present to hear the speaker, speakers should speak clearly. To allow the Secretary to maintain proper minutes and to ensure that the properly recognized Unit Owner is speaking, the speaker should announce his or her name and their unit number before speaking.

4. Frequency. Each Unit Owner may speak once on any given matter. At the discretion of the Board of Directors and if time permits, then a period for general comments may be open before the adjournment of a meeting.

5. Speaking Time. Each Unit Owner may speak for a maximum of three minutes per matter placed on the agenda or opened for discussion. Time may not be yielded or assigned from one Unit Owner to another. Time may not be carried from one matter to another matter. The Chairperson's determination shall be conclusive and final concerning whether the three-minute rule has been exceeded. The Chairperson may designate a person to be the official timekeeper, whose responsibility it will be to time each Unit Owner speaking. If requested by the speaker, the timekeeper shall give a one-minute warning to notify the speaker to conclude their comments.

6. Intrusions. Unit Owners should be respectful of the three-minute rule when speaking. As such, regardless of whether the Unit Owner voiced all of his or her comments, the Unit Owner shall stop speaking when notified by the timekeeper. Intrusions into the next Unit Owner's speaking time will not extend the next Unit Owner's speaking time.

7. Responses. To allow each Unit Owner time to speak, Directors will refrain from immediately responding to a Unit Owner. After each Unit Owner who was signed in to speak on the supplied sign in sheet; or (in the absence of a sign in sheet), have raised their hand to speak on each subject matter has been recognized by the Chairperson to speak, the Directors and the management shall have an opportunity to respond to the speakers' comments if recognized by the Chairperson. However, to permit each member time to be heard, generally responses will not be made unless a question has been posed.

8. Extensions. Board of Directors and Unit Owners' Meetings shall be adjourned no more than two hours after the meeting begins, and the Annual Meeting no more than 4 hours, unless the Board of Directors authorizes by a majority vote to extend the time for the meeting. In the event that an unusually large number of Unit Owners have raised their hands to speak and those Unit Owners have not yet been recognized to speak at the conclusion of the two hour limit, the Board of Directors may adjourn the meeting and resume business at a later date.

9. Publication. The Secretary shall have available at meetings sufficient copies of this Resolution to provide copies to Unit Owners so that they will understand the Directors' and Unit Owners' Meeting procedure and the procedure's purpose.

10. Assistance. The Directors shall assist the Chairperson's efforts to chair the meetings. The Directors shall refrain from raising matters not on the agenda, and to the extent that a Unit Owner seeks to raise a matter that is out of order, the Directors will support the Chairperson's efforts to restore order.

DATED this 1 day of December, 2005.

Respectfully Submitted,

BOARD OF DIRECTORS OF LAKESIDE GREEN II-B HOMEOWNERS ASSOCIATION, INC.


Robert Ryan, Secretary

Page 2 of 2

Gelfand & Arpe, P.A.

Regions Financial Tower, Suite 1220, 1555 Palm Beach Lakes Blvd., West Palm Beach, FL 33401-2329
(561) 655-6224