

Policy for Homeowners Speaking at Board of Directors Meetings

All meetings start promptly at the announced time. The agenda is planned so that meetings can adjourn in 2 hours or less. Meetings are managed using a relaxed version of Roberts Rules of Order.

After roll call of members, and discussion/approval of the previous meetings minutes, the next twenty minutes will be reserved for homeowner comments.

The amount of time allotted for each homeowner is 3 minutes. Extra time may be allowed in some instances. In no event will the total time allowed for homeowner comments be more than 20 minutes.

Speakers will be expected to avoid language of a vulgar, accusatory or threatening nature. Speakers will be cautioned, and then asked to leave the meeting, if they persist with inappropriate language or behavior, or if they refuse to adhere to speaking time limits.

After the homeowner presentation time expires, attending homeowners are welcome to stay until the meeting adjourns. However, homeowners electing to stay will not be allowed to speak or cause disruptive actions of any kind.

The items presented by homeowners will normally **not be discussed** until a future meeting, so as to provide time for the Board to investigate. Providing there is time available, in the 2 hour meeting window after the meeting agenda has been finished, the Board may choose to address one or more items.

Homeowners with specific questions need to realize the comment period at monthly Board meetings is not the most efficient way to get answers. Instead, they should use the phone numbers or email addresses of Board members provided for answers to specific questions.

Also, again providing that time is available in the 2 hour meeting window; the Board may allow homeowners to comment on the items discussed at the current meeting. If allowed, comments will be limited to 1 minute.

Adopted by the Arbor Ridge Board of Directors on March 11, 2010