

Process for Addressing the Board of Directors at Executive Meetings

According to our Bylaws (16, a), the Board may “meet together for the conduct of business, adjourn and otherwise regulate its meetings as it thinks fit...”.

Owners may attend Board meetings by invitation only. We have established the following process for owners to address the Board at our meetings:

1. An owner must first send the Board an email (or hardcopy notice) explaining the particular issue to be raised.
2. The Board must receive 14 days’ notice so that the item may appear on the agenda for the upcoming meeting.
3. The Board will notify owners of their appointed time to arrive at the hall.

Please understand that in order to conduct the business of our condominium corporation effectively, we must adhere closely to the agendas for our meetings and must work within the given time constraints. We follow *Robert’s Rules of Order* at our meetings. We ask that you respect this process.

Thank You,

Your Board of Directors

Our next Board Meeting will be held on:

October 7, 2017