

IMPORTANT INFORMATION & CODE OF CONDUCT

Brice Green Annual Meeting 2024

IMPORTANT INFORMATION:

- 1) All participants must agree to the Code of Conduct to attend
- 2) The purpose of this open forum meeting is to allow homeowners to exercise their bylaw protected right to elect new board members and receive a general information update in regards to the status of projects within the community, as well as receive a community financial health report with the opportunity to present their concerns and ideas *at the appropriate time.*
- 3) Renters may attend as spectators only. Voting, presentations, and Q&A are for legal homeowners only. Legal homeowners may designate an official voting proxy in writing prior to the meeting.
- 4) Election of new board members is the only voting that will take place. No voting will be conducted on any specific issue outside of this election. No determinations will be made on any specific item with the exception of items covered by Article III of the bylaws.
- 5) Any legal homeowner that wishes to make a formal presentation to the association must sign up for a time slot in advance. Signing up does not guarantee a slot to present. Presenters will be chosen based upon topic availability and order in which their submission was received. If multiple residents want to speak on the same topic, only 1 or 2 will be chosen to present in the order that their request was received.
- 6) All speakers must submit their topic of concern or idea in advance no less than 14 calendar days prior to the meeting. Speakers are limited to 3 minutes each on their submitted topic only. Time strictly enforced.
- 7) A maximum of 10 speakers will be permitted to present.
- 8) Concerns and Ideas must be relevant to the whole community. Private, unit specific concerns are not permitted and must be submitted to the property manager through proper channels.
- 9) Attendees **must** save all questions until the appropriate Q & A portion of the meeting. Interrupting the meeting outside of these parameters may be cause for immediate dismissal from the meeting.
- 10) The Q&A portion of the meeting will be conducted in an orderly fashion with only one person called on to speak at a time. Everyone must wait to be called upon by the board president for their turn.

BY ATTENDING THE 2024 BRICE GREEN ANNUAL HOMEOWNERS ASSOCIATION MEETING, YOU DECLARE YOUR ACCEPTANCE AND PROMISE TO ADHERE TO THE FOLLOWING:

- 1) To treat all participants with courtesy and respect. Argumentative and / or demeaning behavior will not be tolerated and cause for immediate removal from the meeting by a security presence.
- 2) To avoid creating distractions for others including but not limited to interrupting, side conversations, cell phone use, etc.
- 3) To participate with intention and thoughtfulness at the appropriate, designated times
- 4) To listen to all contributors with an appreciation of diversity of perspectives
- 5) I understand that all presenters had to sign up in advance and that if I am not an approved presenter, I will be attending in a listening role only except for the designated Q&A portion of the meeting.

Print: _____ Sign: _____ Date: _____