



ENSUVI Property Management Inc.

"Keeping Your Green in the Black"

www.ensuvi.com

844-4ENSUVI

WHO: Lynn Lake HOA Board

WHAT: Protocol for Monthly Meetings

WHEN: 21 September 2017

WHERE: Monthly HOA Board Meeting

WHY: To make the monthly meeting more effective and efficient.

Effective immediately, the Lynn Lake Homeowner's Association Board will adopt the following protocol, in an effort to make the HOA's monthly board meetings more effective and efficient.

1. The board will convene and discuss amongst only the board members all matters listed on the agenda. If the agenda calls for an update from a specific manager and/or committee lead not on the board, this person will provide only that update. Once all matters have been discussed, the board will close the meeting.
2. After the closing of the meeting, the floor will be opened to questions and concerns from the community residents. Each property will be limited to two questions or concerns. If there are additional questions or concerns, please email them to LynnLake.hoa@yahoo.com. Each question at the meeting will be limited to 60 seconds or less, to avoid tangents and unneeded details. By presenting each question as succinctly as possible, more issues will be addressed in less time. If a question cannot be presented in this time limit, it should be addressed via email.

Reference: Florida Statutes 720.303 subsection 2b

APPROVED / NOT APPROVED

Approving Board Signatures:







