

L P P O Association

Conduct of Meeting

The following policy and procedures have been adopted by the Board of Directors of L P P O Association ("Association") pursuant to the provisions of the Colorado Common Interest and Ownership Act (the "Act") C.R.S. § 38-33.3-209.5, and in accordance with the provisions of the Amended Protective Covenants for Unit 1, Lake Purgatory Subdivision, La Plata County, Colorado, recorded in the real property records of La Plata County on September 18, 1991 at Reception No. 616278 (the "Declaration") and the Bylaws of LPPO Association (the "Bylaws") at a meeting of the Board of Directors.

NOW THEREFORE, IT IS RESOLVED that the Association does hereby adopt the following policy governing conduct of meetings to ensure uniform and systematic protocol for conducting meetings of the Association:

1. Open Meeting. All meetings of the Association are open to every Owner, or to any person designated by an Owner in writing as the Owner's representative, subject to the right of the Board to conduct executive sessions as provided in the Declaration and the Act. Meetings of the Board may, but are not required, to be conducted by teleconference or other electronic means of communication according to such regulations and procedures as adopted by the Board.
2. Restrictions on Speaking.
 - a. Request to Speak on Agenda. The President of the Board establishes the agenda for each meeting. Owners who desire to speak at a meeting shall notify the President of the Board in writing at least 10 days in advance of the meeting and shall indicate the topic on which the Owner desires to speak. The Owner's topic of discussion will be included as an item of New Business unless the topic is already on the agenda item in which case, the Owner may speak to the issue when the agenda item is presented for Owner comment subject to the time limit established by the Board under paragraph 2b. The Owner shall be permitted (5) five minutes to introduce and speak on any New Business matter unless, during the meeting, the Board determines that a shorter or longer period of time is appropriate.
 - b. Speaking During Meeting. At an appropriate time determined by the Board, but before the Board votes on an issue under discussion, Owners or their designated representatives shall be permitted to speak regarding that issue. Owners will have the opportunity to comment on substantive voting matters of the Board including the adoption or amendment of Governing Documents or the vote to approve or levy special assessments. The Board, in its discretion and time-permitting, may allow an Owner question period at the end of the delivery of a committee report by a Board.
 - c. Time Restrictions. Owners will be allowed to speak one time per topic, no more than (3) three minutes per topic, unless the Chair establishes a different time limitation and number of speaking opportunities at the beginning of or during the meeting. If, for example, the Board expects a large number of owners desiring to speak during a meeting,


the Board may limit the owner comment period to no more than two minutes per person. If more than one person desires to address an issue and there are opposing views, the Board shall endeavor to provide for persons to speak on each side of the issue.

- d. Attendee Conduct. When speaking at a meeting, Owners, Board members, guests and invitees (“Attendees or Attendee”) shall abide by the following:
- No Attendee is entitled to speak until recognized by the meeting chair.
 - Comments are to be restricted to the agenda item being discussed.
 - Attendees are expected to behave courteously.
 - Personal attacks on any speaker will not be tolerated.
 - Physical confrontations, shouting, or other aggressive behavior will not be tolerated.
 - Attendees shall not interrupt when another Owner, Board member or speaker has the floor.
 - Attendees should avoid repetition of comments already made other than to endorse what has already been said.
 - Attendees shall not audio record or video record any meeting without express written authorization of the Board.

If an Attendee violates any of the above referenced items in this paragraph 2(d), the President or meeting chair may terminate the Attendee’s comment period.

- e. Disruptive or Unruly Behavior. If an Attendee unreasonably disrupts a meeting, refuses to stop speaking when requested, or is otherwise in violation of the provisions of this policy, the President or meeting chair may make a motion to take any appropriate action to bring the meeting under control, including, asking the disruptive person to leave, calling a recess, or adjourning the meeting.

Approved by an affirmative vote of a majority of the Board of Directors and effective on the 18 day of February, 2022.


By: _____
Its: President of the Board of Directors