

## **Davencroft HOA Board Meeting Participation Policy**

This policy will provide guidelines for participation at HOA Board meetings based on Davencroft Covenant documents as well as recommendations from outside legal counsel.

Separate from the annual meeting for all residents, Davencroft HOA Board meetings are held several times throughout the year. The Board meetings consist of discussion of various agenda items and issues related to the Davencroft community, financial statements as well as a review of violations. Individuals typically present include voting Board members, Secretary, Committee Chairs as well as a representative from the HOA management company.

### **Participation by Davencroft HOA Members**

Members in good standing are invited to attend the general discussion portion of the meeting. For planning purposes, any proposed agenda items for discussion need to be provided in writing. As well, any member that plans to attend needs to contact Amanda Blomefield at [amanda@russellpm.com](mailto:amanda@russellpm.com).

### **Closed Meeting Discussions**

Only voting Board members, the Secretary and the HOA management company representative should be part of the discussion related to the personal and confidential member information associated with delinquencies, violations, fines and votes. All others will be released during the closed portion of the meeting when these agenda items are being discussed.