

# MERIDIAN HOME OWNERS ASSOCIATION

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## Meridian HOA Board Meeting Procedure

- 1) Call to order and attendance for Home Owner Forum (1 minute)
- 2) Home owner forum discussions (15 minutes)
- 3) Dismiss the Home Owner Forum ( 1 minute)
- 4) Call to Order and attendance for Board Meeting (2 minutes)
- 5) Consent Agenda-Minutes of prior Board Meeting (5 minutes)
- 6) Reports (30 minutes)
  - A. President/V. President
  - B. Treasurer
  - C. Committee Liaison
  - D. Management
- 7) Home Owner Appeals (30 minutes)
- 8) Home Owner Forum (15 minutes)
- 9) Old Business
  - A. 10 minutes per item for discussion.
  - B. Votes may be called for and recorded after each item.
  - C. Item may be deferred again for further clarification.
- 10) New Business
  - A. 10 minutes per item for discussion.
  - B. Votes may be called for and recorded after each item.
  - C. Item may be deferred again for further clarification.
- 11) Open Meeting Adjourned
- 12) Executive Meeting if needed.

## Rules of Order for HOA Board meeting

- 1) Only votes will be recorded for minutes and not comments.
- 2) Home Owners wanting to address their appeals to the Meridian HOA Board need to comply with the Home Owners Rules of Order for Appeals.
- 3) Home Owners wanting to address their suggestions and inputs during the Home Owner Forum, to the Meridian HOA Board; need to comply with the Home Owners Rules of Order for Home Owner Forum.
- 4) Any Home Owner, who disrupts the meeting and refuses to discontinue his /her dialog when asked, will be warned first, and then ejected from the meeting.