

Stepping Stone Condominium Association, Inc.

BOARD OF DIRECTORS' RESOLUTION
PERTAINING TO CREATION OF BOARD MEETING AGENDAS FOR THE STEPPING STONE
CONDOMINIUM ASSOCIATION, Inc.

WHEREAS, Article II, Section 2.09 of the Bylaws of the Association provides that the Board of Directors shall have the powers and duties necessary for the administration of the affairs of the Association; and

WHEREAS, it is important that a consistent standard is set for the creation of the agenda for the meetings of the Board of Directors.

NOW, THEREFORE BE IT RESOLVED that the following process will be used for the creation of and the distribution of the agendas for meetings of the Board of Directors.

- The President of the Association and the property manager, if applicable, shall during the interim periods between meetings place items on the agenda for each meeting of the Board of Directors.
- Directors who desire to have items included on the agenda for consideration shall notify the property manager, if applicable, or the President, seven (7) days prior to the meeting.
- Each agenda item will be specific enough to clearly denote what action may be taken at the meeting. The President shall give final approval to set the agenda before it is released to board members, but a majority of the Board may over-ride the President's decision to decline to include any item(s) presented for consideration, if necessary.
- Any item that has been previously placed on the agenda and discussed, but failed to pass by a majority vote of the Board at two meetings, will not be placed on the agenda again, unless a majority of the Directors at a meeting agree that they are willing to hear the question again at the next meeting.
- If an item is considered to be an emergency and must be considered at a meeting where it was not noticed or made available to the property manager, if applicable, Directors and/or the President, the minutes shall document why the action was considered an emergency for inclusion on the agenda.
- If a Homeowner wishes to have an item placed on the agenda, such item shall be submitted to any Director and, pursuant to the aforementioned process, the item may be placed on the agenda.

This RESOLUTION is adopted on March 7, 2016, Board of Directors Meeting.

ATTESTED: _____ DATE: _____
Secretary