

BOARD RESOLUTION

HIGHLAND GROVE ESTATES HOMEOWNERS ASSOCIATION, INC.

OCTOBER 4, 2023

WHEREAS, Section 617.0721(3), Florida Statutes, states the following regarding attending meetings via remote audio or video means:

If authorized by the board of directors, and subject to such guidelines and procedures as the board of directors may adopt, members and proxy holders who are not physically present at a meeting may, by means of remote communication:

- (a) Participate in the meeting.
- (b) Be deemed to be present in person and vote at the meeting if:
 - 1. The corporation implements reasonable means to verify that each person deemed present and authorized to vote by means of remote communication is a member or proxy holder; and
 - 2. The corporation implements reasonable measures to provide such members or proxy holders with a reasonable opportunity to participate in the meeting and to vote on matters submitted to the members, including an opportunity to communicate and to read or hear the proceedings of the meeting substantially concurrent with the proceedings.

If any member or proxy holder votes or takes other action by means of remote communication, a record of that member's participation in the meeting must be maintained by the corporation in accordance with s. 617.1601; and

WHEREAS, the Board wishes to adopt this Resolution to authorize remote voting at Association meetings and to establish guidelines with respect thereto.

NOW, THEREFORE, it is resolved as follows:

- 1. The Board hereby authorizes Owners (which term shall be interchangeable with "Members") and proxy holders to participate in and vote at meetings of Members, by remote communication means and to attend open Board and Committee meetings by remote communication means (and to attend a fining committee meeting if you are the person being fined by remote participation).
- 2. When video participation is used, physical recognition of the Member by a member of the Board, other Members, or employees or agents of the Association shall be a sufficient verification of identity.

3. When audio participation is used, recognition of the Member's voice or the telephone number or other source of communication from which he or she is communicating shall be a sufficient source of verification of identity.

4. Members or other persons participating remotely as proxy holder for a Member must submit copies of said proxy or proxies by mail or hand-delivery to the Association mailing address at: Highland Grove Estates Homeowners Association, Inc., c/o JSB Property Management, P.O. Box 50373, Lighthouse Point, FL 33074 or via email at: jamie@jsbprop.com in advance of the meeting.

5. The Chair of the meeting shall allow every Member wishing to speak to an item which will be put to a vote of the Members the opportunity to speak for up to 3 minutes regarding each such item. The Chair may utilize technology that "mutes" Members when they are not speaking so long as the platform contains a means by which Members may communicate to the Chair that they wish to be recognized.

6. Members who have not voted by proxy and are attending remotely in person shall be required to vote, if they wish to vote, on each item for which a vote is being taken, by voice vote. Each such vote shall be specifically included in the minutes of the meeting.

7. The Chair of the meeting shall have the discretion to apply this Resolution or waive its application in any reasonable manner which effectuates the ability of Members to participate remotely, while preserving the ability to conduct an orderly meeting and verify that those attending remotely are, in fact, entitled to do so.

8. This Resolution does not require that remote participation be offered for any meeting. The availability of and platform for remote participation shall be at the discretion of the Board President, or the Board.

9. Notwithstanding anything contained herein, voting for directors at the annual meeting must still be conducted in the manner provided in the Bylaws.

There are THREE (3) total Board members. The number of Board members who voted in favor of this Resolution is TWO (2). The number of Board members who voted against this Resolution is 0. The vote of each Director is reflected in the minutes of the meeting at which this Resolution was adopted.

**HIGHLAND GROVE ESTATES
HOMEOWNERS ASSOCIATION, INC.**

BY: Robyn Barillari
Robyn Barillari President

Date: October 4, 2023

(CORPORATE SEAL)