

Instrument prepared by:
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CERTIFICATE OF RECORDING

HERITAGE COVE COMMUNITY ASSOCIATION, INC.

**RULES AND REGULATIONS GOVERNING
MEMBER PARTICIPATION AT MEETINGS**

THE UNDERSIGNED, being duly elected and acting President of **HERITAGE COVE COMMUNITY ASSOCIATION, INC.**, a Florida not-for-profit corporation, certifies that the attached Rules and Regulations Governing Member Participation at Meetings was adopted by the Board of Directors at a duly-notice meeting of the Board on January 18, 2024.

The original Declaration of Covenants Conditions and Restrictions for Heritage Cove is recorded in Official Records Book 3178, at Page 965, as amended, of the Official Records of Lee County, Florida.

The property encompassed by the Declaration of Covenants Conditions and Restrictions is described in Plat Book 64, Pages 90 through 100 for Heritage Cove, Phase I; in Plat Book 67, Pages 52 through 55 for Heritage Cove, Phase II; in Plat Book 70, Pages 58 and 59 for Heritage Cove, Phase III; and in Plat Book 72, Pages 58 and 59 for Heritage Cove, Phase IV, all of the Official Records of Lee County, Florida.

A true and correct copy of the Rules and Regulations Governing Member Participation at Meetings is attached hereto as **Exhibit "1"**.

Dated this 16 day of May, 2024.

WITNESSES (2):

**HERITAGE COVE COMMUNITY
ASSOCIATION, INC.**

Sign: Tamera Novik
Print: TAMARA NOVIK
Address: 1520 Royal Palm Sq #360
FT. MYERS, FL 33919

Sign: Jackie Cast
Print: Jackie Cast
Title: President

Sign: [Signature]
Print: Janella Mackosy
Address: 1520 Royal Palm Sq Blvd #360
Fort Myers FL 33919

STATE OF FLORIDA
COUNTY OF LEE

THE FOREGOING INSTRUMENT was acknowledged before me, by means of (check one) physical presence OR online notarization, this 16 day of MAY, 2024, by **Jackie Cast**, as **President of Heritage Cove Community Association, Inc.**, who: is personally known to me OR produced _____ as identification.

(Notary Seal/Stamp)

Notary Public

Sign: Tamara Novik
Print: TAMARA NOVIK



EXHIBIT "1"

HERITAGE COVE COMMUNITY ASSOCIATION, INC.

RULES AND REGULATIONS GOVERNING MEMBER PARTICIPATION AT MEETINGS

WHEREAS, Section 720.303(2)(b), Florida Statutes, provides that the Heritage Cove Community Association, Inc. ("Association"), through its Board of Directors, may adopt written reasonable rules governing the frequency, duration, and manner of Member statements at meetings of the Board of Directors; and

WHEREAS, Section 720.306(6), Florida Statutes, provides that the Association may adopt written reasonable rules governing the frequency, duration, and manner of Member statements at membership meetings; and

WHEREAS, the Board of Directors believes it is in the best interest of the Association to adopt rules and regulations as contemplated by the above-referenced statutes.

NOW THEREFORE, the following rules and regulations governing Member participation at meetings are hereby adopted:

A. BOARD MEETINGS

1. Board Meeting Defined. "Board Meeting" is defined as a quorum of Directors gathered to conduct Association business.

2. Attendance at Board Meetings. Members have the right to attend Board Meetings except as provided by law. No person other than a Member shall be permitted to attend Board Meetings unless permitted by the Chairman of the meeting.

3. Participation at Meetings.

(a) Members have the right to speak at Board Meetings. Members wishing to speak at a Board Meeting shall use a designated sign-up sheet to indicate their intent to speak at the meeting. Only the Members listed on the sign-up sheet shall be permitted to speak at the meeting.

(b) Statements by Members at Board Meetings shall be restricted solely to items designated on the agenda for that meeting. No other statement shall be permitted.

(c) A Member will only be permitted to speak once in reference to each designated agenda item unless otherwise requested to speak again by the Chairman of the meeting. A Member statement shall not exceed three (3) minutes per agenda item unless approved by the Chairman of the meeting. Other Members cannot "yield" their time for the purpose of extending a Member's time limit. The Chairman of the meeting shall give the floor to the Member permitted to speak subsequent to the calling of the agenda item upon which the Member will make a statement, but prior to the discussion and voting of the Board upon that agenda item. In lieu thereof,

the Chairman may set aside time at the beginning of the meeting for Member statements regarding designated agenda items.

B. MEMBERSHIP MEETINGS

1. Membership Meetings Defined. “Membership Meeting” is defined as a quorum of Members gathered at a lawfully noticed meeting to conduct official Association business.

2. Attendance at Membership Meetings. Members have the right to attend Membership Meetings either in person or by proxy as may be provided by law. No person other than a Member or a Member’s proxy shall be permitted to attend such meetings, except for agents of the Association or persons permitted by the Chairman.

3. Participation at Membership Meetings.

(a) Members have the right to speak at Membership Meetings as provided by law. No other person shall be permitted to speak at such meetings, except for agents of the Association and designated proxies.

(b) Statements by Members at Membership Meetings shall be restricted solely to items designated on the agenda for that meeting.

(c) A Member will only be permitted to speak once in reference to each agenda item. A Member statement shall not exceed three (3) minutes unless otherwise permitted by the Chairman. Other Members cannot “yield” their time for the purpose of extending a Member’s time limit. The Chairman of the meeting shall give the floor to the Member permitted to speak subsequent to the calling of the agenda item upon which the Member will make a statement, but prior to the voting of the Member upon that agenda item.

C. ENFORCEMENT OF MEETING RULES

1. Fines. The Board of Directors may, in accordance with the fining authority and procedures set forth in Section 720.305(2), Florida Statutes, levy a fine against any person who fails to comply with these Rules.

2. Legal Action. The Board of Directors may take whatever appropriate legal action is available against any person who fails to comply with these Rules.

3. Other Remedies. Nothing in these Rules shall be construed as a limitation or restriction upon any of the Association’s rights or remedies, or act as an election of remedies. All rights and remedies available to the Association shall be cumulative.