

Julington Creek Plantation Property Owner's Association, Inc.
Board Policy

Subject: Adding Items to Board Meeting Agendas

The Julington Creek Plantation Property Owner's Association, Inc. ("POA") is governed by a Board of Directors ("BOD"). The POA employs a Property Manager ("PM") to perform certain functions related to the business of the POA.

This policy establishes a policy relating to how discussion items ("Item" or "Items") are added to BOD Regular or Attorney/Client meeting agendas.

1. A. Any Director may add Items to Regular or Attorney/Client meeting agendas of the BOD.

B. The Director will communicate the Item title and meeting date via electronic mail to the PM, and copy all other Directors, with a brief description of the Item subject.
2. A. The PM will maintain an inventory of agenda items that are tabled in past meetings, and new Items to be added to future agendas.

B. Directors wishing to place an Item on a scheduled meeting agenda must do so, pursuant to preceding Section 1.B., at least five days prior to the specified meeting starting time.

C. The PM will present a final agenda to all Directors via electronic mail at least 48 hours prior to the date and time of the meeting and any agenda item with proposals, contracts, or agreements will be provided via electronic submission at least 5 days prior to the date and time of meeting.
3. A. After commencement of a BOD meeting, Directors may only add new Items to the meeting agenda as follows:
 - 1) During the agenda addition and deletion period - Upon an affirmative vote of a majority of the Directors present.
 - 2) After the period described at preceding Section 3.A.1) - Upon an affirmative vote of **all** Directors present.
3. This policy shall terminate and supersede any previous POA policy on this subject.

Adopted: 9-30-15

Corrected: 10.30.2019