



## Southshore Hills POA

### Board of Directors Open Meeting Agenda

February 28<sup>th</sup>, 2019 – 10:00am

TANDEM PROPERTY MANAGEMENT, 2500 TOWNSGATE ROAD, SUITE K  
WESTLAKE VILLAGE, CA. 91361

NO AUDIO OR VISUAL RECORDING OF MINUTES

#### I. CALL MEETING TO ORDER

#### II. ROLL CALL

#### III. NEW/OLD BUSINESS AND CORRESPONDENCE

- Rental Restrictions Discuss/Act
  - a) Attorney to answer questions
  - b) Homeowner Correspondence

#### VI. GUESTS/OPEN FORUM

Members in good standing are free to speak on any matter of interest to the community. Members must observe rules of decorum and not disrupt the meeting. **Each person will have (3) three minutes to speak.** If they are in the middle of a sentence when time is called, they may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to someone else.

#### V. ADJOURN TO EXECUTIVE SESSION

- Previous Meeting Minutes
- Homeowner Issues
- Collections
- Violations
- Possible Legal Actions

**SOUTHSHORE HILLS POA**  
***HOMEOWNER FORUM GUIDELINES***

Homeowners are invited to attend and observe the Board of Directors conduct its business at all regular or special Board meetings. Attending a Board meeting is a great way to become familiar with the issues facing our community. Meetings in executive session are closed to all non-Board member homeowners.

During the Board meeting, a homeowner may not speak to the Board or any Board member. The only persons permitted to speak are the Board members, the Association's managing agent and other persons invited by the Board to provide specific information or advice on matters deliberated upon at the meeting. However, prior to the close of the Board meeting, there will be a Homeowners' Forum to enable all homeowners who wish to address the Board on any Association matter to make their comments or express their concerns.

Following are rules of conduct for the Homeowner Forum:

1. Homeowners only are allowed to address the Board during Homeowner Forum. Only the homeowner who has the floor may speak.
2. Homeowners may raise their hand to be called on by the President to speak to the Board during the Homeowner Forum.
3. If called on by the President, please state your name, property address, and briefly state your request or comments. Every homeowner will be allotted three (3) minutes to speak. State your issue with as much detail as you believe necessary. In the interest of time, please be concise and stay to the point of your issue. Bring any documentation pertaining to your issue(s) to give to the Board. This will help in expediting a response from the Board.
4. The Board of Directors may take all matters under submission and may not respond to your request or answer your questions at this meeting.
5. In the interest of time, any issue posed to the Board of Directors which requires no action of the Board of the Directors and would best be responded to by the managing agent will receive a written response within ten (10) days of the meeting.
6. Please be respectful at all times. The Board of Directors will not tolerate abusive language or conduct disruptive to the proceedings. All homeowners are required to respect the time allotted to other attendees. The President may close the Homeowner Forum if order is not maintained.
7. Homeowner Forum will be limited to thirty (30) minutes, unless the Board determines to provide a longer time period.
8. The foregoing rules of conduct shall also apply to the Homeowners' Forum segment at the Annual Meeting or any Special Meeting of the homeowners.