

**MERIDIAN LAKE PARK CORPORATION
POLICY AND PROCEDURE
REGARDING THE CONDUCT OF MEETINGS**

Effective January 19, 2015

The following Policy and Procedure has been adopted by the Executive Board ("Board") of Meridian Lake Park Corporation ("Association") pursuant to Colorado statutes, regarding the Conduct of Meetings.

1. MEMBERS/OWNERS MEETINGS

- A. Meetings of the Members/Owners ("Members") shall be held at such times and locations as may be provided in the Association's Declaration, Bylaws, Articles of Incorporation, Rules and Regulations or policies or procedures ("Governing Documents") or in applicable Colorado statutes, but at least once annually.
- B. Only Members in good standing are eligible to vote. For purposes of this policy, "good standing" shall mean all of the following: (i) ownership of a lot; (ii) no delinquent amounts due to the Association; (iii) no outstanding violation of any provision of any Governing Documents.
- C. Notice of Members meetings shall be distributed as provided in the Association's Governing Documents or by applicable Colorado statutes.
- D. The Board shall determine the agendas for the meetings, subject to any requirements in the Governing Documents, and distribute such agendas with notices of the meetings.
- E. The President of the Board or such other person as may be designated by the Board shall preside over all meetings.
- F. Decisions must be presented by Motion and such Motion seconded, prior to discussion.
- G. Any person not in compliance with the following rules of conduct may be ejected from the meeting:
 - 1. No one may speak until called upon by the chairperson;
 - 2. Only one person may speak at a time;
 - 3. Personal attacks and abusive language are prohibited; and
 - 4. Only the individual presiding over the meeting may interrupt a speaker and then only for purposes of limiting the time of the discussion, preventing personal attacks or abusive language, or keeping the discussion on topic.