

Grand Landings HOA: Member Meeting Guide

Purpose of Membership Meetings:

- Ensure homeowner voices are heard.
- Vote on critical community matters.
- Provide accountability to the Board of Directors.
- Discuss and clarify issues affecting the community.

Your Voting Rights:

- One (1) vote per household/lot owned.
- Includes Board members when voting as homeowners.
- Votes may be cast in person or by proxy.

Quorum Requirements:

- A quorum is the minimum number of members that must be present (in person or by proxy) for any official votes to be valid.
- For **471 homes in Grand Landings**, the quorum requirement is **142 members**.
- The Board may vote to **restrict voting rights of members who are more than 90 days delinquent on dues**.
- If your voting rights are restricted, the Board must **notify you in writing**.
- Your right to vote is **automatically reinstated once your balance is paid in full**.

Meeting Structure:

- Follows an official agenda.
- Governed by HOA Bylaws, CC&Rs, and often Robert's Rules of Order.
- Led by the Board President or a designated officer.

Your Rights as a Member: During membership meetings, you have the right to:

- **Attend and observe the meeting in full.**
- **Vote on items brought to the membership for approval.**
- **Speak on agenda topics, especially during open forum periods.**
- **Seek clarity on any proposals or decisions being discussed.**
- **Request that future topics be considered for the next meeting.**
- **Oversee any counts of ballots or quorum requirements.**

How to Prepare:

- **Review the meeting agenda** before attending.
- **Bring your governing documents** for reference.
- **Prepare your questions or comments** in advance.
- **Understand the voting procedures** ahead of time.

How to Participate:

- Speak respectfully and wait your turn.
- Address agenda items specifically.
- Raise a "point of order" if procedures seem improper.
- Submit written requests for topics you'd like on future agendas.

Handling Disagreements:

- Voice concerns during discussion periods.
- Support your points with facts or governing documents.
- Cast your vote to reflect your position.
- Follow up in writing for unresolved concerns.

If You Have a Topic Not on the Agenda:

- Use the open forum if available.
- Submit a written request to the Board for inclusion in the next meeting.
- Organize discussions with other members to build support.

Meeting Etiquette:

- Stay professional and courteous.
- Take notes for personal reference.
- Avoid personal attacks or disruptive behavior.
- Focus on community-wide issues, not personal disputes.

Stay Engaged:

- Attend regularly to stay informed.
- Participate even if you don't volunteer for committees.
- Share information with your neighbors.
- Protect your property value and community integrity.

For more information on your rights and responsibilities, refer to the **Grand Landings HOA Bylaws, CC&Rs, and Florida Statute Chapter 720.**

Stay informed. Stay involved. Strengthen our community.