

Naples Reserve Homeowners Association Fining and Suspension Review Committee Charter

Mission Statement: The Fining and Suspension Review Committee's mission is to evaluate information submitted for consideration of a fine or suspension to Members, renters, or guests in the Community in response to disciplinary action imposed by the Board of Directors ("Board"). The Committee will determine upon conducting a hearing whether the fine or suspension imposed will be upheld and confirmed; or rejected and dismissed.

Purpose: The Committee Charter is designed to provide structure and outline the purpose of the Fining and Suspension Review Committee and its members. The details provided within this charter provide organization, goals, purpose and focus as approved by the Naples Reserve Homeowners Association, Inc., Board of Directors. The details listed herein do not change or replace what is in the Association's governing documents (including but not limited to Declaration of Covenants, Conditions and Restrictions for Naples Reserve, Article V, Section (p) Nuisance and Naples Reserve Bylaws, Articles 3.4 and 10, as may be amended from time to time) or the Florida State Statutes. The Board may amend or revoke all or any of this charter when it is reasonable to do so.

Goals and Tasks:

1. Work closely with the Board, Property Manager and Compliance Committee to ensure that the Fining and Suspension Review Committee has sufficient information regarding the facts and circumstances of any violation to be evaluated. The Fining and Suspension Review Committee will deliberate to either affirm or reject the fine or suspension imposed at a duly noticed public hearing of the Board of Directors exactly as voted upon by the Board.
2. Work closely with the Board Liaison and Property Manager to coordinate and notify applicable Members of Fining and Suspension Review Committee hearings where a fine or suspension will be upheld or rejected.
3. Conduct hearings with the presence of the Board Liaison and Property Manager in conjunction with the Association's Fining and Review Policy and in accordance with the Florida Statutes Section 720.305 and the Naples Reserve Homeowners Association, Inc. governing documents where a fine or suspension is reviewed. Hearings must be conducted in a manner to provide Owners with due process which includes adequate notice and an opportunity to be heard.
4. Advise and prepare recommendations to the Board Liaison and Board concerning rules and regulations within the scope of the committee's authority.

Procedure: Pursuant to Florida Statutes Section 720.305 and the Bylaws of Naples Reserve Homeowners Association Inc a fine or suspension may not be imposed by the

Board or administration without at least 14 days' notice to the person sought to be fined or suspended and that timeframe includes an opportunity for the Owner to cure the violation and to participate in a hearing before a committee of at least three Fining and Suspension Review Committee Members. However, once the Board votes to impose a violation, a hearing is automatically required to be held before the Fining and Suspension Review Committee.

Meetings: The Fining and Suspension Review Committee shall meet as is necessary and meetings are not regularly scheduled. The location of the meetings is undetermined but may meet at the Naples Reserve Island Club, Naples Reserve Outrigger or Zoom.

Committee Members:

1. The Fining and Suspension Review Committee Members will comprise of at least three volunteer Members who will be appointed by the Board. There must always be an odd number of Committee Members to vote.
2. Each Committee Member shall serve a term of one year and may apply for continued service annually. (Standing Committee)
3. Fining and Suspension Review Committee Members must be a deeded Owner and should not be Directors, Officers, or employees of the Naples Reserve Homeowners Association Inc., nor the spouse, parent, child, brother or sister of an Officer, Director, or employee of the Fining and Suspension Review Committee Liaison or Committee Member.
4. The Board may remove a member of the committee for no longer being eligible or in violation of the Code of Conduct as listed below. Vacancies shall be filled by appointment from the Board.

Code of Conduct:

1. All Committee Members must have no conflicts of interest, have no unresolved violations in the Community, and no current felonies.
2. All Committee Members will strive to attend all meetings, prepare for meetings, arrive on time and stay to the end.
3. All Committee Members will use reasonable judgment, fairness, and be respectful of everyone.
4. All Committee Members will make decisions based on what is best for all Members, and not for individual interest or gain.
5. All Committee Members will refrain from discussing confidential Committee matters outside of the committee.

Reporting: Copies of Minutes, correspondence and other related materials developed to enable the Committee to fulfill its duties shall be forwarded to the Property Manager for record keeping. A written copy of the Committee's decision as to whether the fine or suspension was affirmed or rejected will be given to the Board Liaison and Property Manager within two (2) days.

Insurance: Committee Members are covered under the Naples Reserve Homeowners Association, Inc. General Liability Officer and Director Insurance Policy for committee related activities for actions within the scope of their duties. No Committee Member shall act outside the scope provided herein nor shall any Committee Member represent themselves as a representative of the Association for matters outside the scope provided herein.

Board Appointed Liaison: The Board appointed liaison will attend committee meetings as appropriate. The liaison will serve as the chief person to communicate with the Board and the Association's attorney.

STATEMENT

I have received, read, and agree to abide by the terms of this Charter for the Naples Reserve Homeowners Association, Inc. Fining and Suspension Review Committee.

Name: _____

Signature: _____

Date: _____