

BOCA LAKES CONDOMINIUM ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

DATE POSTED AND EMAILED TO OWNERS: March 12, 2026

MEETING DATE: Thursday, March 26, 2026

PLACE: BOCA LAKES CLUBHOUSE

TIME: 4:30 P.M.

- 1) CALL MEETING TO ORDER
- 2) ROLL CALL / ESTABLISH QUORUM
- 3) PROOF OF NOTICE
- 4) APPROVAL OF MEETING MINUTES
- 5) MANAGEMENT REPORT
- 6) BUSINESS:
 - a) Consideration of approving a resolution authorizing electronic voting and noticing for Association meetings and election.
 - b) Consideration of approving a resolution implementing protocols for video-conference board meetings and member meetings.
- 7) ADJOURN MENT

Boca Lakes Condominium Association Board of Directors values your input and opinions. Please remember that proper meeting etiquette must be followed at all Board of Directors meetings. Disrespectful or disruptive behavior cannot be tolerated. You may be asked to leave the meeting.

BOCA LAKES CONDOMINIUM ASSOCIATION, INC.

**RESOLUTION AUTHORIZING ELECTRONIC VOTING
AND NOTICING FOR ASSOCIATION MEETINGS & ELECTIONS**

A meeting of the Board of Directors of BOCA LAKES CONDOMINIUM ASSOCIATION, INC. (the "Association") was held on the _____ day of _____ 2026, after said notice was mailed or delivered to the membership at least fourteen (14) days in advance of said meeting, as well as conspicuously posted on Association property in accordance with Section 718.128, Florida Statutes, and after said meeting was called to order and upon call, a quorum was found to be present, and after a motion was duly made, and seconded, and carried by at least a majority vote, it was resolved as follows:

RECITALS

WHEREAS, Section 718.128 of Florida's Condominium Act (the "Electronic Voting Statute"), provides that an association may conduct elections and other owner votes through an Internet-based online voting system if an owner consents, in writing, to online voting and if various requirements are met; and

WHEREAS, the Board of Directors has determined it to be in the best interest of the Association to enable the use of electronic voting in connection with membership votes on Association matters and to create the requisite authority required by the Electronic Voting Statute;

NOW THEREFORE, it is resolved as follows:

1. The Association will, subject to paragraph 2 below, permit Owners to utilize electronic voting in conformance with the Electronic Voting Statute, as the same now exists as and may be amended from time to time, as well as any applicable administrative rules of the Florida Department of Business and Professional Regulation, as the same now exists and as the same may be amended from time to time.
2. The Board shall honor an Owner's request to vote electronically at all subsequent elections, unless such Owner opts out of electronic voting. With regard to other membership meetings, such as to vote on amendments, the Board will evaluate the use of electronic voting on a case by case basis.
3. Notice to the Owners of the opportunity to vote through an online voting system shall be provided as required by law.
4. Members who desire to vote online must complete, sign and return the Consent to Electronic Voting to the Association **no later than thirty (30) days prior** to meeting at which the vote will take place.

5. Members who have previously chosen to vote online at a particular member's meeting may subsequently opt out of online voting at a future member meeting by completing, signing and returning the Revocation of Consent to Electronic Voting to the Association **no later than ten (10) days prior** to the members' meeting at which a vote will take place.

6. The Association hereby adopts the following forms which are incorporated into this Resolution by reference:

(a) Attached as **Exhibit "A"** is the "Consent to Electronic Voting" which may be affirmed by the Unit Owners, in order for the designated Voting Representative for that Unit to be entitled to vote by electronic means, and

(b) Attached is **Exhibit "B"** is the "Revocation of Consent to Electronic Voting" which the Owners of a Unit may sign and file with the Association, or which may be affirmed by the Owners of a Unit, to revoke their consent to electronic voting.

(c) Unless prohibited by law, an e-mail notification from an Owner to the Association may be used in lieu of a signed consent or revocation form, in which case the terms of the attached consent and revocation forms are incorporated by reference and shall be deemed affirmed by the Owner when consent is given or revoked by e-mail.

(d) In addition, the Unit Owners may consent to electronic voting by electronically executing a consent form provided by the vendor operating the online voting system/platform selected by the Association, so long as the Unit Owners do so within the 30-day time frame established by this Resolution.

7. In order to implement electronic voting, the Association may contract with an outside vendor or other independent party that provides electronic voting services. The Board shall use reasonable judgment to ensure that such vendors' services comply with the requirements of the law.

8. The Association or its agent shall notify Owners in meeting notice materials, to the extent required by law, of their ability to vote electronically, including but not limited to the provider's e-mail address or website in a manner the Association reasonably believes to be sufficient to enable Owners to participate by using electronic voting.

9. Owners who consent to vote by electronic means may still vote by other means (in person or by proxy or ballot) or may send their proxies to the Association by facsimile transmission or electronic mail, to the extent the Association otherwise receives and accepts proxies through such media. In the event of multiple votes cast by a Unit as to the same matter, the vote cast first in the election of Directors shall prevail, while the last vote cast will prevail with respect to non-election issues.

10. By signing or affirming the consent form attached to this Resolution as Exhibit "A" or by electronically executing a similar consent form through the online voting platform operated by the vendor selected by the Association, and by otherwise choosing to vote

electronically as authorized by this Resolution, each Owner recognizes that the Association cannot control the practices of third parties regarding their internet communication and use of the Owner's e-mail address. As such, and as a condition of the Association's agreement to permit electronic voting, each Owner who consents to electronic voting releases and waives any claim against the Association pertaining to such voting, including but not limited to the transmission or placement of "viruses", "malware", "spyware" "cookies" and the like. Each Owner who consents to the Association's publication of their e-mail address, as well as other information (including necessary personal identifying information) to electronic voting service providers or to third parties to the extent as may be reasonably necessary to enable the use of electronic voting processes. Such information shall not be considered an official record and shall not be available for inspection by Owners unless required by law.

11. By consenting to vote electronically, each Owner further recognizes that internet/electronic communications may be subject to failure, interruptions, or other problems due to a variety of reasons, including but not limited to Owner operator error, provider system or server failures, "spam" blockers, power outages, and the like. As such, and as a condition of the Association's agreement to permit electronic voting, each Owner who consents to electronic voting releases and waives any claim or challenge to such voting, including but not limited to situations where an Owner vote was not received or counted by the Association due to no fault of the Board of Directors or management.

The Board of Directors for the Association approved the adoption of the above Resolution by a vote of ____ For and ____ Against.

IN WITNESS WHEREOF, this Resolution has been approved and executed this ____ day of _____ 2026.

**BOCA LAKES CONDOMINIUM
ASSOCIATION, INC.**

By: _____
Patricia Chapman, President

Attest: _____
Howard Butler, Secretary

EXHIBIT "A" TO RESOLUTION

BOCA LAKES CONDOMINIUM ASSOCIATION, INC.
CONSENT TO ELECTRONIC VOTING FORM

The undersigned, being a Unit Owner or the designated Voting Member under Section V of the Declaration of Condominium of Boca Lakes Condominium Association, Inc. for Unit # _____/Address _____, at Boca Lakes Condominium Association, Inc., pursuant to Florida Statutes, hereby consents in writing to **the following**:

ELECTRONIC VOTING. By signing this consent form (or consenting to electronic voting by e-mail sent to the Association), I/we consent to voting electronically at meetings and elections for **BOCA LAKES CONDOMINIUM ASSOCIATION, INC.**, to the fullest extent permitted by law, pursuant to the provisions of the Board's Resolution authorizing electronic voting. I/We designate the following email address for electronic voting purposes, which e-mail address may be released to a third party that provides electronic voting services or other third parties to the extent and as may be reasonably necessary to enable the use of an electronic voting platform:

Email Address: _____
(PRINT NEATLY)

Telephone Number _____
(PRINT NEATLY)

The undersigned understands and agrees that in order to be valid, this consent form must be signed and on file with the Association **no later than thirty (30) days prior** to the meeting or election in which the Owner wishes to vote by electronic means, and that all electronic votes shall be cast within the window set by the Board in advance of said meeting at which time the ability to vote electronically shall be deemed closed for that meeting or election.

Please note that your email address is necessary to participate in online voting. The vendor providing the online voting platform to the Association also needs your telephone number for its "2-Step Verification" process. Although you are providing your email address and telephone number to the Association on this form, this serves to confirm that you are NOT consenting to this information becoming part of the official records of the Association under Section 718.111(12) of Florida's Condominium Act and that you are NOT consenting to the disclosure of this information to other members of the Association. The Association may, however, be required to disclose the above information in a legal proceeding pursuant to the order of a court or other tribunal, including in connection with a legal challenge to the election process or other vote of the membership.

ELECTRONIC VOTING DISCLOSURES & DISCLAIMERS

The Member/Owner recognizes that the Association cannot control the practices of third parties regarding their internet communication and use of the Owner's e-mail address. As such, and as a condition of the Association's agreement to permit electronic voting, each Member/Owner who

consents to electronic voting releases and waives any claim against the Association pertaining to such voting, including but not limited to the transmission or placement of "viruses", "malware", "spyware" "cookies" and the like. By signing this form, the Member/ Owner consents to the Association providing their e-mail address and telephone number, as well as other information (including necessary personal identifying information) to its electronic voting service provider to the extent reasonably necessary to enable the Member/Owner to use the electronic voting platform. Such information will be safeguarded by the Association's online voting provider in accordance with the provider's privacy policy which the Member/Owner acknowledges as having read and accepted.

By signing or affirming below, the Member/Owner further recognizes that internet/electronic communications may be subject to failure, interruptions, or other problems due to a variety of reasons, including but not limited to Owner operator error, provider system or server failures, "spam" blockers, power outages, and the like. As such, and as a condition of the Association's agreement to permit electronic voting, each Owner who consents to electronic voting releases and waives any claim or challenge to such voting as a result of the any of the foregoing or due to no fault of the Board of Directors or its management.

Please Sign, Print Name and Affix Date Below:

By: _____
Owner or Designated Voter for a Permitted Legal Entity

Print Name: _____

Date: _____

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EXHIBIT "B" TO RESOLUTION

**BOCA LAKES CONDOMINIUM ASSOCIATION, INC.
REVOCATION CONSENT TO ELECTRONIC VOTING**

The undersigned, being the eligible and Designated Voting Member for Unit # _____/Address _____, at **BOCA LAKES CONDOMINIUM ASSOCIATION, INC.**, have previously consented in writing to electronic voting at meetings and elections and/or to receive electronic notice of meetings/elections for **BOCA LAKES CONDOMINIUM ASSOCIATION, INC.**, as permitted by law and duly filed with the Association.

I hereby **revoke** my consent for **ELECTRONIC VOTING**

The undersigned understands and agrees that if revoking consent for electronic voting, this form must be signed and on file with the Association **no later than ten (10) days** prior to the meeting or election in which the Owner wishes to revoke consent to vote by electronic means or the revocation will not be effective until the next membership meeting and/or election. However, if the Association receives this revocation **less than ten (10) days** prior to the meeting or election, the revocation will be effective for the next subsequent membership meeting.

Please Sign, Print Name and Affix Date Below:

By: _____
Owner or Designated Voter for a Permitted Legal Entity

Print Name: _____

Date: _____