

**Imperial Southgate Villas Condominium Association (Section III), Inc.**

*P.O. Box 2852*

*Lakeland, FL 33806*

**RULES**  
**BOARD OF DIRECTORS MEETING**

1. All Board of Directors (BOD) meetings shall be open to Unit Owners, except as provided in the Condominium Act. Non-Unit Owners may attend a BOD meeting with the approval of the meeting Chairperson.
2. All BOD meetings shall be chaired by the President or, in her/his absence, by the Vice President or, in her/his absence, by a Director selected by those Directors present, in person or virtually. BOD members may attend and vote at BOD meetings either in person or virtually.
3. Those present at a BOD meeting shall personally sign a Sign-In-Sheet, if one is provided. Those attending virtually may be added to the Sign-In-Sheet by a BOD member.
4. Those in attendance at a BOD meeting, both in person and virtually, shall at all times conduct themselves in a courteous, polite, non-confrontational and civil manner. Those in attendance may not obstruct, hinder or impede the meeting or otherwise interrupt proceedings.
5. As the BOD moves through each agenda item, the meeting Chairperson shall, prior to a BOD vote on that item or, if there is no vote, prior to moving to the next item, allow attendees to comment on that agenda item. During the comment period, attendees may speak on the designated agenda item, once recognized by the meeting Chairperson, for up to 3 minutes.
6. A BOD meeting agenda may be amended by a vote of a majority of Directors present in person or virtually. If an agenda is amended after a meeting starts, the meeting Chairperson shall give attendees an opportunity to sign up to speak regarding the new agenda item(s) in accordance with #6 above.
7. Violations of the foregoing rules may result in, among other things, removal from the meeting and the suspension, for a reasonable time, of the right to attend and/or speak at future BOD meetings.

**ADOPTED** by the Board of Directors of Imperial Southgate Villas Condominium Association (Section III), Inc. on June 18, 2025.

Wray Myers  
Signature

WRAY MYERS  
Printed Name

SECRETARY  
Position