

BOARD OF DIRECTORS RESOLUTION

RULES FOR RECORDING MEETINGS

Upon motion duly made, seconded and carried, the Board of Directors for The Shadows at Manchac Homeowners Association adopted the following Resolution on January 15,, 2019.

WHEREAS, said Covenants, Conditions and Restrictions of The Shadows at Manchac Homeowners Association require all homeowners of real property within said community to abide and adhere to all regulations as outlines, and

WHEREAS, the Board of Directors deems it to be in the best interest of the Association and all the Association's Members to establish policies and practices relative to the Association's rights.

WHEREAS, the Board of Directors has fully discussed and considered this matter.

NOW, THEREFORE, BE IT RESOLVED the Board of Directors does hereby adopt the following rules relating to recording meetings:

RULES FOR RECORDING MEETINGS as outlined below.

- 1) The following rules shall apply to all open meetings provided for under the Bylaws of the association, including, but not limited to, all meetings of the Board of Directors and its committees, and Membership Meetings (collectively, the "Meetings").
- 2) Due to the heightened risk of unlawful and unauthorized use of individuals' images and/or likenesses, video-recording and/or other types of recording media that captures an individuals' physical likeness, and the taking of photographs, shall not be permitted at any meetings. Only audio-recording that complies with the association's rules is allowed.
- 3) Audio-recording by Members of the association ("Members") will be permitted at meetings, provided all of the following requirements are satisfied:
 - a) Members who desire to conduct such audio recording must notify the association's Director of Operations (usually the President) in writing at least three (3) business days in advance of the meeting to ensure that the meeting facility is set up to accommodate such audio recording.

- b) Members who desire to conduct such audio recording must announce at the start of the meeting (prior to the initiation of such recording) and to all participants of the meeting that such recording will occur, which announcement shall be noted in the minutes of such meeting.
- c) Members who record all or part of a meeting shall, no later than one business day after the meeting, provide to the association's Director of Operations a complete, unedited, and decipherable copy of the recording capable of replay ("recording"), which copy shall become the property of the association. The copy of the recording shall be provided in one of the following formats:
 - i) If the recording was made in a digital electronic format, the copy must be provided in (i) a playable-audio on a compact disc or a DVD or (ii) in .mp3 format on a compact disc, DVD, or USB storage device.
 - ii) If the recording was made on a cassette recorder, whether standard or reduced size (e.g., mini cassette or microcassette), the copy must be provided in (i) any of the formats provided for in 3)(c)(i) above, or (ii) on a standard-size cassette tape.
- d) Any compact discs, DVDs, USB storage devices, or cassette tapes (collectively, "storage mediums") provided to the association in accordance with the foregoing provision, and the member who made the recording waives any and all ownership rights in and to such storage mediums provided to the association. Such recording equipment shall:
 - i) Be (i) held by the member conducting such recording, (ii) placed immediately in front of such member, or (iii) placed in an unobtrusively location mutually agreeable to such member and all parties in attendance at the meeting;
 - ii) Not obstruct any person's view of the meeting participants or any exhibits or displays;
 - iii) Not emit any noise during the meeting;
 - iv) Not emit any obstructive light, including, but not limited to, flashing light;
 - v) Not impede any person's movement, and
 - vi) Not create any dangerous condition, including, but not limited to, tripping hazards resulting from wires.

Any residents with special circumstances that fall outside of the rules outlined in this policy should contact the management company for guidance.

Non-compliance with any of the above restrictions will result in immediate remedial measures.

BE IT FURTHER RESOLVED THAT the Board shall retain the right to amend or repeal this resolution.

Executed this 15th day of January, 2019.

Approved by the Board of Directors at its Board Meeting.

Chris White
Director Chris White

Lindsey Oliver
Director Lindsey Oliver

Anna Tripp
Director Anna Tripp

Megan Anne Coco
Director Megan Coco

Brandon Boswell
Director Brandon Boswell