

**Forest Oaks Homeowners Association, Inc.**  
**Open Board Meeting Policy**

Regular and special meetings of the Board of Directors shall be open to the public, however, the Board maintains the right to adjourn to closed Executive Session which is not open to the public in order to consider actions relating to personnel, pending or threatened litigation, contract negotiations, enforcement actions, confidential communication with the Association's attorney, matters involving the invasion of privacy of individual owners, or matters that are to remain confidential at the request of the affected parties and agreement of the board.

Association Members will be notified of the date, hour, place, and general subjects of all regular and special board meetings. Notification will be made in one of the following manners:

- Notice to be posted at the bulletin boards at each pool, and posted on the official association website, and by email notification by the management company to all homeowners who have registered their e-mail with the management company. Each notification by this method will occur no later than 3 days prior to the meeting.
- Notice will be mailed to each property owner no later than the 10<sup>th</sup> day or earlier than the 60<sup>th</sup> day prior to the date of the meeting.

The Board reserves the right to meet by any method of communication, including electronic and telephonic, without prior notice to homeowners, in order to consider and take action on routine and administrative matters, or matters involving a reasonable unforeseen emergency or urgent necessity that requires immediate board action, in accordance with State law.

This resolution was passed by a unanimous vote of the Board of Directors of the Association on the date set forth below.

Executed this the 8<sup>th</sup> day of December, 2011

By:   
(Signature)  
Name: Ed STROUT  
(Print)  
Title: PRESIDENT

STATE OF TEXAS  
COUNTY OF WILLIAMSON

SUBSCRIBED AND SWORN TO BEFORE ME, the undersigned authority, by the above-mentioned Affiant on this the 8<sup>TH</sup> day of DECEMBER, 2011, to certify which witness my hand and seal of office.



Bonnie S. Cimino  
Notary Public, State of Texas  
BONNIE S. CIMINO  
Printed Name  
My commission expires: 8-30-2014

