

SAN TAN RANCH HOMEOWNERS ASSOCIATION

BOARD RESOLUTION ADOPTING OPEN MEETING RECORDING POLICY

WHEREAS San Tan Ranch Homeowners Association (“Association”) is governed by its Master Declaration of Covenants, Conditions and Restrictions (“CC&Rs”), Bylaws, and Rules & Regulations, and

WHEREAS Article 6.4 of the CC&Rs expressly authorizes the Board of Directors (“Board”) to “adopt, amend and repeal rules and regulations...known as the San Tan Ranch Rules,” governing the use of Association property so long as they are not inconsistent with the Declaration; and the CC&Rs also grant the Board the right to regulate use and conduct in a manner that “promote[s] the best interests of the Owners, Lessees and Residents,” and

WHEREAS Article VI of the Bylaws provides that “the affairs of the Association shall be managed by a Board of Directors,” granting the Board broad operational authority to adopt rules governing Association functions and personal conduct of members; and the Bylaws further authorize the Board to adopt rules and regulations pertaining to personal conduct and other matters contemplated by the governing documents; and

WHEREAS Arizona law (A.R.S. § 33-1804) permits owners to audio or video record open meetings but allows the Association to adopt reasonable rules regulating such recording; and

WHEREAS the Board finds it necessary to adopt a policy establishing clear, reasonable recording and broadcasting rules to ensure orderly meetings, protect privacy, comply with Arizona law, and provide an official audio record.

NOW, THEREFORE, BE IT RESOLVED THAT:

The Board hereby adopts the following Open Meeting Recording Policy, which shall be maintained as part of the Association’s rules and shall govern all Open Meetings of the Board and membership.

OPEN MEETING RECORDING POLICY *(Adopted by Resolution of the Board of Directors)*

1. Authority

This Policy is adopted under:

- CC&Rs Article 6.4, permitting the Board to adopt rules and regulations applicable to all Owners and governing use of Association property;
- CC&R provisions authorizing the Board to regulate activities in a manner promoting “the best interests of the Owners, Lessees and Residents,”
- Bylaws Article VI, which vests management of the Association in the Board of Directors and authorizes adoption of conduct-related rules;

- Existing Rules & Regulations, demonstrating the Board's rule-making authority over community conduct;
- A.R.S. § 33-1804, allowing owners to record open meetings and permitting the Board to adopt reasonable rules governing such recording.

This Policy is therefore adopted within, and consistent with, the full scope of the Board's rule-making authority.

2. Purpose

The purpose of this Policy is to ensure orderly, private, and efficient Open Meetings; to protect member privacy; and to establish the Association's exclusive right to record meetings. Executive Sessions are not Open Meetings and may not be recorded or broadcast by any person for any reason.

3. Definitions

- **Open Meeting:** A meeting required by Arizona law to be open to owners.
- **Recording:** Any audio or video capture by any device.
- **Broadcasting / Live Streaming:** Any real-time transmission to third parties using any platform.

4. General Rules for All Attendees

No attendee shall record an Open Meeting by any means, including audio and visual means. Additionally, no attendee shall broadcast, live stream, or otherwise transmit any portion of an Open Meeting in real time. Any and all recording devices will be under the control of the Association and operated in a respectful manner, free from interference, distraction, or obstruction. Executive Sessions shall not be recorded.

5. Owner Recording Rules

Arizona law permits recording of Open Meetings subject to reasonable rules, which the Board is authorized to adopt under the CC&Rs and Bylaws.

5.1 Designated Recording Area

The Association will designate a fixed Recording Area in the meeting room in which all the Association's recording equipment will remain during the meeting.

5.2 Field of View & Privacy (Video)

The Association is not required not provide video recordings of all meetings. Whether any Meeting is recorded by video shall be up to the Board's discretion. In the event of video recording, the camera shall remain directed only at:

- the Board table,

- the speaker's podium, or
- presentation materials.

Members shall be aware that presence at an open Board meeting may result in in advertent recording of their person at the meeting.

5.3 Prohibited Uses

The following are expressly prohibited at any Meeting pursuant to the policies incorporated herein:

- No live broadcasting or live social-media posting.
- No hidden, covert, or surreptitious recording.

5.4 Association Recording Supremacy Rule

When the Association records an Open Meeting it will make the unedited recording available to members upon request. Owner recording is expressly prohibited, and the Association's recording is the sole authorized recording of the meeting.

6. Association's Official Recording

The Association will produce an official audio-only record of each Open Meeting, beginning at Call to Order and ending at Adjournment. Executive Sessions and recesses will not be recorded.

Recordings will be stored securely for one year unless longer retention is legally required. Disclosure of recordings is subject to a valid request from Owner(s).

The Association will not produce video recordings so long as audio recordings are available.

7. Social Media & Publication

Owners may not live stream any portion of a meeting.

No personally identifiable information of other attendees may be published unless captured while they were actively addressing the Board.

8. Minutes Control

Approved written minutes remain the Association's official record. Any recording by the Association is supplemental, and in the event of any discrepancy, the minutes control.

9. Virtual or Hybrid Meetings

All provisions of this Policy apply equally to virtual or hybrid meetings. The Board is not required to announce the recording of any Meeting ahead of time or at the start of any Meeting.

10. Amendments and Severability

The Board may amend this Policy as needed. If any portion is found invalid, the remainder remains in effect.

CERTIFICATION OF ADOPTION

The foregoing Resolution and Recording Policy was adopted by a majority of the Board of Directors of the San Tan Ranch Homeowners Association at a duly noticed and held Open Meeting of the Board held on the 5th day of February, 2026.

By: *Larry Hahn*
Its: President
San Tan Ranch Homeowners Association

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