

MESA CORONADO 1 CONDOMINIUMS

CODE OF CONDUCT FOR MEETINGS

PURPOSE

The Board of Directors ("Board") of Mesa Coronado 1 Condominium Association, Inc. ("Association") meets regularly to conduct the management and business of the Association. In addition, the general membership of the Association meets at least annually to elect Directors to the Board and carry out other business of the Association requiring membership vote. All Members are both entitled and welcome to attend these meetings, with exception of Board meetings held in executive session under A.R.S. § 33-1248(A). So that the Board may conduct the business of the Association in a dignified and efficient manner, the Members of the Association shall abide the rules of conduct set forth herein.

AUTHORITY

Pursuant to A.R.S. § 33-1248(A), meetings of the Board and membership are open to all Members of the Association or their properly designated representative (collectively referred to herein as "Member(s)"), with the exception of meetings of the Board in executive session. Under this same law, the Board may place reasonable restrictions on the time and number of persons entitled to speak on any topic addressed at a Board meeting.

WHEREFORE it is resolved that this CODE OF CONDUCT FOR MEETINGS be adopted and take effect immediately.

RULES AND REGULATIONS

1. All Members agree to conduct themselves within any meeting in a professional and civilized manner. No Member shall use offensive or abusive language or exhibit disruptive or disorderly behavior during a meeting.
2. The President is normally the Chair of the Board meeting. The Chair's role is to facilitate deliberations and to assist the Board in conducting its business in a fair and efficient manner. By a majority vote of the Directors present, any other Director may be assigned to Chair the meeting.
3. When an item of business is to be discussed, the Chair announces the item to be discussed and opens the item for discussion. Discussion of any item or issue during a meeting shall proceed according to the following provisions:

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4. The Chair has the responsibility for providing each Director an equal and fair opportunity to be heard.

5. The Chair is to recognize each Director in turn. Discussion shall be limited to the item of business at hand, and the Chair shall have the authority to take the floor from a speaker who does not limit discussion to the item of business at hand. No Director may speak to an issue for a second time until all other Directors have had the opportunity, if desired, to speak to it first.

6. In accordance with A.R.S. § 33-1248(A), when appropriate during discussion of an issue, Members may be recognized to speak on the issue. A Member shall not speak unless recognized by the Board and shall speak only once on any issue. The Chair shall limit the number of speakers from the general membership on each side of any given topic to a reasonable amount, which number shall be solely within the discretion of the Board. A Member who speaks out of turn may be in violation of these Rules.

7. Each Member should address the Board and must speak courteously and to the point. Discussion shall be limited to the item of business at hand, and the Chair shall have the authority to take the floor from a speaker who does not limit discussion to the item of business at hand. A Member who fails to yield the floor to the Chair upon request shall be in violation of these Rules.

8. The Chair shall establish time limitations for a Member to speak on an issue. Time limitations will be strictly be enforced. The speaker shall be given a thirty-second warning before time runs out. Upon the Board's own motion, time limits may be extended by vote of a majority of the Board. A Member who ignores the time limitations established shall be in violation of these Rules.

9. The Board may question the speaker about the problem or concern. Other Members are not entitled to be recognized or to comment or question the speaker, except with the permission of the Board.

10. Once any period of input from the general membership is closed for a topic or issue, Members are not allowed to participate in further deliberations or vote and may not seek to be recognized unless the Board specifically requests input or information from a particular Member. A Member who ignores these limitations shall be in violation of these Rules.

11. When it appears to the Chair that all Directors have had the opportunity to fully discuss the matter at hand, the Chair should announce that the item of business is ready for a vote.

DISCIPLINE AND ORDER

12. In the event a Member violates any of these Rules or a decision of the Chair, then the Chair may declare the Member out of order.

13. With respect to a Member who is out of order, the following discipline may be imposed at the discretion of the Board:

- a. The Member may be warned without sanction;
- b. The Member may be excluded from discussion on the item of business at hand;
- c. The Member may be excluded from discussion of all items of business; or
- d. If a Member persists in disruptive or disorderly conduct after a warning, the Board is entitled to have anyone who is preventing the progress of the meeting expelled from that meeting.

14. If ejected from a meeting, a Member will not be permitted re-entry to that meeting. The Chair may decide to adjourn the meeting temporarily while the ejection of a Member takes place.

15. A member who is declared out of order has the right to appeal the decision of the Chair both as to the question of whether the member was out of order and as to the question of discipline. The board shall approve or deny the appeal by a majority vote, except that the extreme sanction of removal from a meeting shall be upheld only by the vote of at least 2/3 of the members of the board.

16. If the board upholds the declaration and/or discipline, the member has the right to dissent for the record before the imposition of sanctions.

The Board of Directors unanimously adopted this resolution at a duly called meeting on the 27th day of June, 2018.

DATED this 27th day of June, 2018.

Mesa Coronado I Association, Inc.

By: Jeram Garcia
Its: President