

BOARD POLICY

MEMBERSHIP REQUESTS

Members are encouraged to make requests of the Board of Trustees regarding improvements to Surfside properties, changes in existing or development of new Board policies, or other actions that will require Board approval. In order for these requests to receive a proper hearing and response the Board of Trustees of the Surfside Homeowners Association has adopted this policy.

1. Member requests will be submitted to Surfside's business manager on forms provided by Surfside.
2. Surfside's business manager will evaluate the request and within seven (7) days of receiving the request forward the request to the chairman of the appropriate committee for consideration.
3. The chairman of the committee, at their discretion, will either call a special meeting of the committee or hold the request until the next scheduled meeting. The chairman of the committee will notify the business manager, within fourteen (14) days of receiving the request, the date and time of the committee meeting when the request will be considered.
4. Surfside's business manager will promptly inform the requesting member the date and time of the committee meeting that will address their request.
5. At some point during the committee meeting where the members request will be considered the chairman will:
 - a. Announce that there is a members request to be considered and read the request to the committee.
 - b. The chairman will request a motion and second to consider the request.

