CAMERON STATION COMMUNITY ASSOCIATION

POLICY RESOLUTION NO. 20-____

(Policy for Recording of Open Meetings of the Association, Board of Directors and Committees)

WHEREAS, Article III, Section 3.4 of the Bylaws grants the Board of Directors with all of the powers necessary for the administration of the affairs of the Home Owner’s Association (“HOA”) in accordance with applicable law and the Project Documents, except for those matters which the applicable law or Project Documents require the HOA’s membership to approve; and

WHEREAS, Section 55.1-1816 (A) of the Virginia Property Owners’ Association Act (“Act”) requires that all meetings of the Board of Directors, including any subcommittee or other committee thereof, shall be open to all members of record; and

WHEREAS, Section 55.1-1816 (B) of the Act states that any member may record any portion of a meeting required to be open; and

WHEREAS, Section 55.1-1816 (B) of the Act further authorizes the Board to adopt rules governing the placement and use of equipment necessary for recording a meeting to prevent interference with the proceedings and requiring the owner recording the meeting to provide notice that the meeting is being recorded; and

WHEREAS, under Section 55.1-1816 of the Act only members of the Association have a legal right to attend and view a meeting of the Board; and

WHEREAS, the Board wishes to protect volunteers against the possibility of recordings of meetings being misused, altered or distributed to or accessible via the Internet by persons who are not members of Cameron Station; and

WHEREAS, the Board deems it in the best interest of the Association to establish and publish rules governing the recording of meetings of the Association’s Board, committee and subcommittees.

NOW, THEREFORE, BE IT RESOLVED that the Board adopts the following policy governing recording meetings of the Association’s Board, subcommittees and other committees:

A. Any owner may make a recording of an open portion of a meeting of the Board, subcommittee or any other committee by audio or visual means provided the owner:

1. Provides written notice in advance of the start of any meeting of the owner’s intention to record the meeting. Written notice may be in letter or email form and directed to management representatives. Such notice must be provided at least 24 hours in advance of each meeting that an owner wishes to record and cannot be provided more than seven days prior to a meeting.
2. Complies with all requests of the Officer or Chair presiding over the meeting concerning the placement and use of the equipment to prevent interference with the proceeding and view of other meeting attendees. In general:

i. Recording shall be conducted only in a manner that is open, obvious and not disruptive to the conduct of the meeting. Residents will be permitted to record while seated in the audience only if such recording is verbally announced to the Board members who are participating in the meeting. The Board of Directors reserves the right to require a member of the audience to discontinue recording a meeting if such recording becomes an undue distraction or is otherwise disruptive to the orderly conduct of the meeting;

ii. Recording of the executive session portion of any meeting is strictly prohibited; and

iii. Recordation of the meeting via any means of concealment or without prior notice shall be strictly prohibited.

B. The Officer or Chair presiding over the meeting may announce to all attendees that the meeting is being recorded at any time during the meeting and may post notices within the meeting area advising attendees that the meeting is being recorded by audio or visual means.

C. Copies of any original recordings must be available to the Association, at their request, for review and/or for the Association’s records.

D. Any recording of a Board, Committee or membership meeting produced by an Owner may be shared with other members of the Association. However, since only members of the Association are entitled to attend a meeting of the Board, Association or Committees of the Association, recordings of any meeting of the Board, Committee and Subcommittee cannot be distributed to persons who are not members of the Association, including posting to social media whose subscribers include any persons who are not HOA members. The responsibility for determining such membership is on the member posting the recording. Additionally, no recording can be used in a manner that violates applicable law, and no one shall alter a video of any meeting of the Board or Committee.

E. Violations of this Resolution may be enforced pursuant to the Association’s due process policies and procedures, including without limitation, the right of the Board to suspend membership privileges, the power to impose monetary penalties, and the right to file suit to compel compliance. This Resolution shall not be deemed to be an election of remedies. In addition to the enforcement mechanisms described in this Resolution, the Association reserves the right to pursue any and all enforcement options available under the Association’s governing documents or those available at law or in equity.

This Resolution shall be effective upon its adoption and shall supersede and replace any previous Resolution or rules governing the recording of meetings.
This Resolution is effective this 25th day of February, 2020.

Cameron Station Community Association

By: ________________________________
   President
FOR ASSOCIATION RECORDS

I hereby certify that a copy of the foregoing Policy Resolution was published, mailed or hand-delivered to the members of the Cameron Station Community Association on this 60 day of MARCH, 2020.

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Community Manager

CAMERON STATION COMMUNITY ASSOCIATION, INC.
POLICY RESOLUTION NO. 20-

Duly adopted at a meeting of the Board of Directors held **FEBRUARY 25, 2020**.

Motion by: **MENEZ**  Seconded by: **DELLARIA**

VOTE:  YES  NO  ABSTAIN  ABSENT

President  [Signature]

Vice President  [Signature]  X

Secretary  [Signature]  X

Treasurer  [Signature]

Director  [Signature]  X

Director  [Signature]  X

Director  [Signature]  X

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