



# OAK HOLLOW

HOMEOWNERS ASSOCIATION, INC.

P.O. BOX 620921

OVIEDO, FLORIDA 32762-0921

## Meeting Frequency Policy

### Purpose:

This policy establishes the regular meeting frequency for the Board of Directors of [HOA Name] in accordance with **Chapter 720, Florida Statutes**, and the association's governing documents.

### Policy Statement

Regular meetings of the Board of Directors shall be held **no more than once per calendar month**, unless otherwise called by the Board in accordance with Florida law and the association's bylaws.

### Frequency of Regular Meetings

- The Board shall meet for regular business **no more than once (1) per calendar month**.
- This policy does not prohibit the scheduling of special or emergency meetings.

### Notice of Meetings

All meetings, whether regular or special, shall be held with proper notice as required by Florida Statutes and the organization's bylaws. Notice shall include the date, time, location, and purpose (if a special meeting).

### Member Attendance

All meetings of the Board, except those lawfully closed for specific legal reasons (e.g., with association counsel), are **open to all members**, as required by F.S. 720.303(2).

### Compliance

This policy is intended to align with **Florida Statutes Chapter 720** and the governing documents of the HOA. In case of any conflict, Florida law shall prevail.

### Review and Amendment

This policy may be reviewed and amended by a majority vote of the Board of Directors at any duly noticed meeting.

Duly adopted this 28 Sep 2025 by the Oak Hollow Homeowners Association, Inc. Board of Directors.

  
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Russell Case  
Director and Secretary