

ISLAND INN CONDOMINIUM ASSOCIATION, INC.

UNIT OWNER INQUIRIES POLICY

Approved January 31, 2018

WHEREAS, Section 718.112(2)(a)(2) of the Florida Statutes authorizes the Board of Directors to adopt rules relating to unit owner inquiries; and

WHEREAS, the Board has adopted the rules set forth below;

NOW, THEREFORE, any unit owner inquiries after this date will be subject to the following rules.

1. The Board of Directors will respond to unit owner written inquiries received by certified mail in accordance with the procedures and requirements contained in section 718.112(2)(a)2., Florida Statutes. The association, in the exercise of its discretion and business judgment, and depending on the nature of the inquiry, may seek legal advice from the Division or its attorney, or may respond to the written inquiry on its own behalf. If a written inquiry is addressed by the board itself, it will be responded to within 30 days of the board's receipt of the inquiry. If the inquiry is referred to the Division of Florida Land Sales, Condominiums, and Mobile Homes, the board will answer the inquiry within 10 days after the Division responds to the written inquiry. If the inquiry is sent to the association's attorney, the board will respond to the inquiry within 60 days following its receipt of the written inquiry by certified mail.

2. The Association will only respond to one written inquiry per unit in any given 30-day period. Only one specific inquiry (topic) will be permitted from any single unit owner each 30 days, with a maximum of five (5) sub-parts to be contained within a single inquiry. If more than one inquiry is received in each 30-day period, or if a written inquiry contains more than five (5) subparts, the additional inquiries or parts will be responded to in the subsequent 30-day period, or periods, as applicable. The 30-day period shall commence the day following the day that the board actually receives the unit owner inquiry by certified mail in accordance with the procedures outlined in (5) of this rule below.


3. As a general matter, the Association will not conduct research, or a detailed review of the official records of the Association, in order to respond to an inquiry. In such cases, the Board depending on the facts involved may determine to offer the inquiring unit owner access to the official records of the Association in regard to such matter, or may determine that the Association is not able to provide a substantive answer without additional research.

4. Written inquiries are limited to issues concerning the operation of the association. Inquiries seeking to elicit personal information pertaining to individual members of the Association or board members, or persons affiliated with the Association, except as otherwise specifically provided by law, will not be recognized by the board as a valid written inquiry.

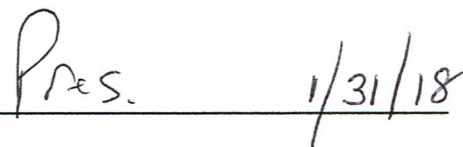
5. Written inquiries must be sent to the association by certified mail addressed to the current president or registered agent of the association; inquiries not delivered to the association via certified mail, or inquiries not addressed to the president or registered agent will not be responded to by the association. In the event that the association voluntarily chooses to answer a written question that is not sent by certified mail, or is addressed to a person other than the president or registered agent, the board deems the written question to be not governed by section 718.112(2)(a)2., Florida Statutes, and by voluntarily addressing the written question, the board will not be deemed to have conceded that the inquiry is governed by that section of the statute.

ADOPTED by the Board of Directors on

ISLAND INN CONDOMINIUM ASSOCIATION, INC.



Signature – Tom Riley



Title