

BERMUDA GREENS CONDOMINIUM ASSOCIATION, INC.
NOTICE OF MEETING OF THE BOARD OF DIRECTORS

NOTICE is hereby given of a meeting of the Board of Directors at the date, time, and location shown below:

PLEASE NOTE THAT THIS IS A NEW ZOOM LINK

Call in Instructions Only:

(US) 1-929-205-6099, Meeting ID: 854 8833 9696, Passcode: 827046

Date: Tuesday June 23, 2026

Time: 3:00 p.m.

Location: Onsite Meeting at Clubhouse, 13136 Castle Harbour Drive, Naples, FL 34110

Meeting: If calling in, please mute your phone unless asked to speak

AGENDA:

1. Call to Order
2. Proof of Notice
3. Establish a Quorum
4. Disposition of Meeting Minutes (May 21 and June 8, 2026)
5. President's Report
6. Treasurer's Report
7. Manager's Report
 - a. Sales & Leases
8. Committee Reports (If applicable):
 - a. Rules & Regulations Committee
 - b. Landscaping Committee
 - c. ARC Committee
 - d. Website Committee
 - e. Social Committee
 - f. Long Term Planning Committee
9. Old Business
 - a. Update on the Lake Shoreline Restoration project
10. New Business
 - a. Adoption of Committee Charters
11. Owner's Forum
12. Adjournment

ZOOM INFORMATION

BG Secretary is inviting you to a scheduled Zoom meeting.

Topic: BG Board Meeting

Time: June 23, 2026 3:00 PM Eastern Time (US and Canada)

PLEASE NOTE THAT THIS IS A NEW ZOOM LINK

Join Zoom Meeting

<https://us06web.zoom.us/j/85488339696?pwd=amPYhHkrC3lU5fbGcEC7PGq2rZ7hwL1>

Meeting ID: 854 8833 9696

Passcode: 827046

One tap mobile

+13017158592,,85488339696#,,,,*827046# US (Washington DC)

+13052241968,,85488339696#,,,,*827046# US

Dial by your location

• +1 929 436 2866 US (New York)

• +41 31 528 09 88 Switzerland

Meeting ID: 854 8833 9696

Passcode: 827046

Find your local number: <https://us06web.zoom.us/j/85488339696>

Bermuda Greens Condominium Association Architectural Review Committee Charter

1. Purpose

The Architectural Review Committee (“Committee”) was established by the Board of Directors (“Board”) of the Bermuda Greens Condominium Association (“Association”) as a standing advisory Committee to support the Association in preserving and enhancing the architectural integrity, safety, and overall value of the community. The Committee operates under the authority of the Board and in accordance with the Association’s governing documents, applicable laws, rules, regulations, and adopted architectural standards.

2. Authority and Oversight

The Committee assist the Board in improving and maintaining the architectural quality of Bermuda Greens by;

- A. Preserving property and home equity values
- B. Maintaining a safe and aesthetically consistent environment
- C. Ensuring that all alterations, modifications, and improvements undertaken within the community do not jeopardize the safety, structural integrity, or soundness of the buildings, infrastructure, or common elements
- D. Promoting compliance with established architectural guidelines and fostering responsible property stewardship throughout the community

3. Objectives

The Committee is established solely as an advisory committee to the Board. The Committee shall:

- A. Review all owner-submitted applications, plans, and supporting documentation for proposed alterations, modifications, additions, renovations, or improvements to individual units
- B. Evaluate whether proposed projects comply with the Association’s governing documents, architectural standards, safety requirements, and applicable codes
- C. Work with the Association management to review and assess the qualifications, licenses, certifications, and insurance coverages of contractors, subcontractors, vendors, and service providers proposed to perform work within the community
- D. Request additional documentation or clarification from applicants when necessary
- E. Conduct inspections or site visits as appropriate to evaluate proposed or completed work
- F. Provide written recommendations to the Board regarding approval, conditional approval, or disapproval of submitted requests.

4. Relationship to the Board of Directors

- A. While the Committee can make decisions regarding architectural applications, modifications and improvements, final enforcement actions shall remain exclusively with the Board.
- B. No member of the Committee shall possess voting authority on the Board solely by virtue of Committee membership.

5. Committee Composition

The Committee shall consist of volunteer Association members or residents in good standing, as determined by the Board. Where practical it would be helpful for Committee members to possess experience or knowledge in areas such as:

- A. Construction
- B. Architecture
- C. Engineering
- D. Property management
- E. Building safety
- F. Landscaping
- G. Community governance

5.1 Appointment

The Board may appoint the Committee members and Committee Chair or authorize the Committee to elect a Chair from among its members. The Board may designate a Board liaison to serve as a non-voting advisor. Committee members shall serve at the pleasure of the Board and may be removed or replaced at any time.

5.2 Term

To ensure the Committee remains dynamic and accessible to all interested individuals, a standard term of two years will be established for all members. However, members and the Chairperson may be reappointed by the Board.

6. Review Standards

The Committee may recommend reasonable conditions or limitations to support compliance and protect the interests of the Association and residents. In evaluating applications and proposals, the Committee shall consider:

- A. Architectural harmony and consistency with the community
- B. Safety and structural integrity
- C. Impact on neighboring units or common elements
- D. Compliance with governing documents and rules
- E. Contractor qualifications and insurance coverage
- F. Quality of materials and workmanship
- G. Noise, disruption, and construction impact
- H. Drainage, utility, and infrastructure considerations
- I. Long-term maintenance implications.

7. Meetings and Procedures

The Committee may meet as necessary to review pending applications and conduct committee business. Application review timelines and submission requirements may be established by Board-adopted procedures or architectural guidelines. The committee shall work with the property manager to maintain:

- A. Records of applications reviewed;
- B. Recommendations submitted to the Board;
- C. Meeting summaries or minutes where appropriate; and
- D. Supporting documentation related to committee activities.

8. Ethics and Conflicts of Interest

Committee members shall act in good faith, fairly, consistently, and in the best interests of the Association. Any member with a personal, financial, or ownership interest in a matter under review shall disclose the conflict and recuse themselves from discussion and recommendations concerning that application.

9. Term and Dissolution

The Committee operates under the authority, direction, and oversight of the Board. The Board may amend this Charter, modify the Committee's responsibilities, suspend its activities, or dissolve the Committee at any time.

10. Adoption

This Charter was adopted by the Board of Directors of the Bermuda Greens Condominium Association on _____ and shall remain in effect until amended or repealed by the Board.

Board President: _____

Secretary: _____

Date: _____

Bermuda Greens Condominium Association Bocce Ball Committee Charter – (Revision 1)

1. Purpose

The Bocce Ball Committee (the "Committee") is established by the Board of Directors ("Board") of the Bermuda Greens Condominium Association ("Association") to promote and manage the bocce ball program within the condominium association community. The Committee shall encourage participation, organize events, maintain bocce ball equipment and facilities, establish the rules of play and foster a friendly and inclusive environment for all residents.

2. Scope of Responsibilities

The Committee shall:

- A. Plan, organize, and oversee bocce ball games, tournaments, and bocce events.
- B. Establish the rules of play.
- C. Maintain and recommend improvements for bocce ball court and related facilities.
- D. Coordinate with the Board for budgeting, equipment purchases, and event approvals.
- E. Promote bocce ball activities to encourage resident involvement and community spirit.
- F. Ensure all activities comply with condominium association rules and policies.
- G. Serve as a point of contact for residents regarding bocce ball-related matters.

3. Membership

- A. The Committee shall consist of volunteer Association members or residents in good standing, as determined by the Board.
- B. The Board may appoint the Committee members and Committee Chair or authorize the Committee to elect a Chair from among its members.
- C. The Board may designate a Board liaison to serve as a non-voting advisor.
- D. Membership terms shall be for two years, with eligibility for renewal by the Board
- E. Any Committee member may be removed by the Board at any time, with or without cause.

4. Meetings

- A. The Committee shall meet as needed to plan and coordinate activities.
- B. Meeting procedures may be informal; however:
 - 1) Major decisions should be documented
 - 2) Take meeting minutes and provide them to the Board for record
 - 3) Detailed financial records shall be maintained
 - 4) The Board may request reports, financials or meeting summaries at any time and they shall be provided within 10 days of the request
 - 5) A majority of Committee members shall constitute a quorum for conducting Committee business.

5. Financial Management

5.1 Event Funds

The Committee may collect money from residents for approved bocce events as stated in the Bermuda Greens Declaration documents. All funds collected by the Committee are Association funds and shall be recorded and turned over to the property manager for handling in accordance with Association financial policies and Board direction. Funds include:

- A. Ticket sales
- B. Participation fees
- C. Any voluntary contributions, including raffles and contest monies.

5.2 Financial Controls

No Committee member may personally profit from Committee activities. The Committee shall:

- A. Maintain accurate records of all receipts and expenditures
- B. Submit approved expenditures to the Association property manager for payment
- C. Submit financial reports to the Board upon request
- D. Promptly turn over all collected funds to Association property manager for deposit in Association approved account

- E. Avoid cash transactions whenever practical
- F. Submit approved expenditures by Committee members with proper documentation for reimbursement by the Association property manager or Board Treasurer

5.3 Budget Approval

The Board may establish:

- A. Annual bocce budget for court maintenance and equipment
- B. Spending limits
- C. Event approval requirements

5.4 Limits

- A. The Committee may request funds for equipment, maintenance, event supplies, and promotional materials.
- B. Any expenditure exceeding limits established by the Board must receive prior Board approval.

6. Conduct

The Committee shall ensure that events are conducted in a respectful and safe manner.

7. Risk

Participants attend events at their own risk, subject to applicable law and Association insurance coverage.

8. Communications

All communications shall be consistent with Association policies and standards. The Committee may publicize events through Association-approved communication channels, including:

- A. Email notices
- B. Newsletters
- C. Bulletin boards
- D. Community websites or portals

9. Non-Discrimination

Committee activities shall be open to all residents and guests consistent with Association rules and occupancy or league limitations. The Committee shall conduct its activities in a fair, respectful, and non-discriminatory manner.

10. Term and Dissolution

The Bocce Committee operates under the authority, direction, and oversight of the Board of Directors. The Board may amend this Charter, modify the Committee's responsibilities, suspend its activities, or dissolve the Committee at any time.

11. Adoption

This Charter was adopted by the Board of Directors of the Bermuda Greens Condominium Association on _____ and shall remain in effect until amended or repealed by the Board.

Board President: _____

Secretary: _____

Date: _____

Bermuda Greens Condominium Association

Fining Committee Charter

1. Purpose

The Fining Committee ("Committee") is established by the Board of Directors ("Board") of the Bermuda Greens Condominium Association ("Association") to assist the Board in determining if a recommended fine or suspension of use rights is justified to an owner(s) in violation of the rules and regulations. The Committee serves in an advisory capacity only and operates under the authority, direction, and oversight of the Board. The purpose of the Committee is to:

- A. Ensure fair, neutral, and unbiased enforcement of the Association's governing documents (Declaration, Bylaws, and Rules & Regulations) by impartially reviewing fines and suspensions proposed by the Board of Directors.
- B. The Committee operates pursuant to the Florida Condominium Act (F.S. 718). The Board cannot impose a fine or suspend common element use or voting rights without this independent committee's approval.

2. Committee Composition

- A. The Committee must consist of at least three (3) unit owners in good standing (current on financial obligations and with no pending violations).
- B. Under Florida law, Committee members **cannot** be members of the Board of Directors, officers, or employees of the association. Additionally, they cannot be married to or reside with a Board member, officer, or employee.
- C. Members are appointed by the Board of Directors and serve at the discretion of the Board.
- D. To ensure the Committee remains dynamic and accessible to all interested individuals, a standard term of two years will be established for all members. However, members and the Chairperson may be reappointed by the Board.
- E. The Board or committee shall select a Chairperson from among its members to run meetings and sign official documents.
- F. Any Committee member may be removed by the Board at any time, with or without cause.

3. Meetings

The Committee may meet as necessary to fulfill its responsibilities. A majority of Committee members shall constitute a quorum for conducting Committee business. Meeting procedures may include:

- A. Preparation of agendas
- B. Maintenance of meeting notes or summaries
- C. Submission of recommendations to the Board in writing when practical

4. Notice and Hearing Process

- A. **14-Day Written Notice:** Before a fine can be imposed, the Association must provide the unit owner (and, if applicable, their tenant, guest, or licensee) at least 14 days' written notice.
- B. **Notice Contents:** The notice must state the specific rule/document violated, a concise summary of the events, the proposed fine amount, and the date/time of the hearing.
- C. **The Hearing:** The Committee must give the alleged violator an opportunity to be heard, present evidence, and state their case. Hearings are typically closed to the general membership.
 - 1) The hearing notice must designate a physical meeting location (such as a management office, clubhouse, or association common room) where a unit owner can attend in person if desired.
 - 2) Zoom or other video and audio-conferencing platforms may be used but must offer a call-in telephone option so individuals without computers can participate by audio.
 - 3) If the committee uses video conferencing software, the hearing must be recorded and retained as an official record of the association.
- D. **Mandatory Hearings:** Under Florida law, the hearing must still take place even if the violating party does not attend or fails to formally request a hearing.

5. Voting and Decision-Making

- A. **Confirmation or Rejection:** Following the hearing, the Committee must vote to either **confirm** or **reject** the fine levied by the Board.
- B. **Quorum:** A majority of the Committee must be present to vote. The fine is imposed only if a majority of the Committee votes to approve it.

- C. **Written Decision:** The Committee must provide written notice of its final decision to the fined individual and the Board within 7 days.
- D. Once the committee approves/confirms the fine, the Board formally imposes it.

6. Fine Limits and Enforcement

- A. **Statutory Caps:** Fines in Florida condominiums are strictly capped at **\$100 per violation, per day** of continuing violation.
- B. **Aggregate Cap:** The maximum aggregate fine for a continuing violation is capped at **\$1,000**, unless the Association's specific governing documents state otherwise.
- C. **No Liens for Fines:** Under Florida condo laws, fines **cannot** become a lien against a unit, nor can they lead to foreclosure. Unpaid fines are typically collected through small claims court action, or the Association can suspend the owner's voting rights and common area privileges if the fine meets the \$1,000 cap.

7. Confidentiality

Committee members may receive information relating to owner complaints, violations, or enforcement matters. Members shall maintain confidentiality regarding sensitive or non-public Association matters discussed during Committee activities.

8. Amendments

This Charter may be amended, revised, or repealed by the Board of Directors at any duly noticed Board meeting.

9. Term and Dissolution

The Committee operates under the authority, direction, and oversight of the Board. The Board may amend this Charter, modify the Committee's responsibilities, suspend its activities, or dissolve the Committee at any time.

10. Adoption

This Charter was adopted by the Board of Directors of the Bermuda Greens Condominium Association on _____ and shall remain in effect until amended or repealed by the Board.

Board President: _____

Board Secretary: _____

Date: _____

Bermuda Greens Condominium Association Social Committee Charter

1. Purpose

The Social Committee (“Committee”) is established by the Board of Directors (“Board”) of the Bermuda Greens Condominium Association (“Association”) to promote a sense of community and encourage positive interaction among residents through social, recreational, cultural, and community-building activities. The Committee shall organize and coordinate social events and activities held primarily at the Association clubhouse and other common areas throughout the calendar year, subject to Board oversight and approval.

2. Authority and Oversight

The Committee is an advisory and operating committee of the Association and operates under the authority, direction, and oversight of the Board of Directors. The Board retains ultimate authority over:

- A. Committee appointments and removals
- B. Approval of Committee policies and procedures
- C. Financial oversight and budgeting
- D. Use of Association common areas
- E. Suspension or cancellation of Committee activities
- F. Interpretation of governing documents and Association rules
- G. The Committee shall comply with all Association governing documents, rules, policies, and applicable laws.

3. Objectives

The objectives of the Committee include:

- A. Planning and hosting community social events
- B. Encouraging resident participation and neighbor interaction
- C. Supporting a welcoming and inclusive community atmosphere
- D. Promoting responsible use of the clubhouse and common areas
- E. Assisting in communication of upcoming events and activities to residents. Examples of events may include:
 - 1) Holiday gatherings
 - 2) Seasonal celebrations
 - 3) Game nights
 - 4) Educational or cultural programs
 - 5) Community dinners or potlucks
 - 6) Fitness, hobby, or recreational activities

4. Membership

4.1 Composition

The Committee shall consist of volunteer Association members or residents in good standing, as determined by the Board.

4.2 Appointment

The Board may appoint the Committee members and Committee Chair or authorize the Committee to elect a Chair from among its members. The Board may designate a Board liaison to serve as a non-voting advisor.

4.3 Term

To ensure the Committee remains dynamic and accessible to all interested individuals, a standard term of two years will be established for all members. However, members and the Chairperson may be reappointed by the Board.

4.4 Removal

Any Committee member may be removed by the Board at any time, with or without cause.

4.5 Committee Officers

The Committee may include the following officers (Officer positions may be combined if necessary):

- A. Chairperson
- B. Vice Chairperson
- C. Secretary
- D. Treasurer (if authorized by the Board)

4.6 Chairperson

The Chairperson shall:

- A. Coordinate meetings and activities
- B. Serve as liaison to the Board
- C. Ensure compliance with this Charter and Board directives

5. Meetings

The Committee may meet as needed to plan and coordinate activities. Meeting procedures may be informal; however:

- A. Major decisions should be documented
- B. Take meeting minutes and provide them to the Board for record
- C. Detailed financial records shall be maintained
- D. The Board may request reports, financials or meeting summaries at any time and they shall be provided within 10 days of the request
- E. A majority of Committee members shall constitute a quorum for conducting Committee business.

6. Financial Management

6.1 Event Funds

The Committee may collect money from residents for approved social events as stated in the Bermuda Greens Declaration documents. All funds collected by the Committee are Association funds and shall be recorded and turned over to the property manager for handling in accordance with Association financial policies and Board direction. Funds include:

- A. Ticket sales
- B. Participation fees
- C. Any voluntary contributions, including raffles and contest monies.

6.2 Financial Controls

No Committee member may personally profit from Committee activities. The Committee shall:

- A. Maintain accurate records of all receipts and expenditures
- B. Submit approved expenditures to the Association property manager for payment
- C. Only collect funds to cover the actual cost of each specific event. No additional funds may be collected for any one event to subsidize or lower the cost of other events.
- D. Submit financial reports to the Board upon request
- E. Promptly turn over all collected funds to Association property manager for deposit in Association approved account
- F. Avoid cash transactions whenever practical
- G. Submit approved expenditures by Committee members with proper documentation for reimbursement by the Association property manager or Board Treasurer

6.3 Budget Approval

The Board may establish:

- A. Annual social budgets
- B. Spending limits
- C. Event approval requirements

6.4 Limits

Any expenditure exceeding limits established by the Board must receive prior Board approval.

7. Use of Clubhouse and Common Areas

The Committee may schedule and use the clubhouse and other common areas for approved events, subject to:

- A. Existing reservation policies
- B. Occupancy limits
- C. Noise restrictions
- D. Safety requirements
- E. Cleanup responsibilities

8. Conduct

The Committee shall ensure that events are conducted in a respectful and safe manner.

9. Insurance and Liability

The Committee shall not enter into contracts or agreements on behalf of the Association unless expressly authorized by the Board. The committee will not provide any alcoholic beverages during any event. The Board may require:

- A. Vendor insurance certificates
- B. Event permits
- C. Signed agreements
- D. Security deposits

10. Risk

Participants attend events at their own risk, subject to applicable law and Association insurance coverage.

11. Communications

All communications shall be consistent with Association policies and standards. The Committee may publicize events through Association-approved communication channels, including:

- A. Email notices
- B. Newsletters
- C. Bulletin boards
- D. Community websites or portals

12. Non-Discrimination

Committee activities shall be open to all residents and guests consistent with Association rules and occupancy limitations. The Committee shall conduct its activities in a fair, respectful, and non-discriminatory manner.

13. Term and Dissolution

The Committee operates under the authority, direction, and oversight of the Board. The Board may amend this Charter, modify the Committee's responsibilities, suspend its activities, or dissolve the Committee at any time.

14. Adoption

This Charter was adopted by the Board of Directors of the Bermuda Greens Condominium Association on _____ and shall remain in effect until amended or repealed by the Board.

Board President: _____

Secretary: _____

Date: _____

Bermuda Greens Condominium Association Website/Communications Committee Charter

1. Purpose

The Website/Communications Committee ("Committee") is established by the Board of Directors ("Board") of the Bermuda Greens Condominium Association to assist the Board in maintaining, improving, and overseeing the Association's website and related digital communication platforms. The Committee serves in an advisory capacity and operates under the authority, direction, and oversight of the Board. The Committee's primary purpose is to support effective communication between the Association and its members by promoting timely, accurate, and accessible information through the Association's website.

2. Authority

All recommendations made by the Committee are subject to Board review and approval. The Committee is an advisory body only and has no independent authority to:

- A. Bind the Association contractually unless specifically authorized by the Board.
- B. Establish Association policy.
- C. Approve expenditures.
- D. Speak on behalf of the Board or Association unless specifically authorized by the Board.
- E. Direct management, vendors, or contractors unless specifically authorized by the Board.

3. Responsibilities

The Committee may perform the following duties as directed by the Board:

3.1 Website Content

- A. Work with website manager and review website content for accuracy, relevance, organization, and usability.
- B. Recommend additions, updates, or removal of website content.
- C. Assist in maintaining governing documents, rules, policies, forms, meeting notices, newsletters, and other Association information on the website.
- D. Recommend website content that improves owner communication and engagement.

3.2 Website Design and Functionality

- A. Evaluate website design, navigation, accessibility, and user experience.
- B. Recommend enhancements to website functionality and features.
- C. Assist in identifying opportunities to improve digital services available to residents.

3.3 Communication Support

- A. Coordinate with Association management and the Board regarding website updates and communications.
- B. Recommend methods to improve dissemination of Association information.
- C. Assist in promoting the use of the Association website as a primary communication resource.

3.4 Technology Review

- A. Review website hosting, software, security features, and related technologies.
- B. Research and recommend technology improvements, upgrades, or vendor services.
- C. Monitor industry best practices for homeowner association websites.

3.5 Content Standards

- A. Promote consistency, professionalism, and compliance with Association policies.
- B. Recommend guidelines for website content, document retention, and posting procedures.
- C. Help ensure that website information is current and appropriately maintained.

4. Membership

- A. Committee members may be appointed by the Board of Directors and can be removed with or without cause.
- B. Membership should consist of Association owners in good standing, unless otherwise approved by the Board.
- C. The Board may designate a Board liaison to serve as a non-voting advisor.

- D. The Board may appoint the Committee Chair or authorize the Committee to elect a Chair from among its members.

5. Chair Responsibilities

The Committee Chair shall:

- A. Schedule and conduct committee meetings.
- B. Coordinate committee activities.
- C. Serve as the primary point of contact with the Board and management.
- D. Prepare reports and recommendations for Board consideration.
- E. Ensure committee activities remain within the scope of this Charter.

6. Meetings

- A. Meetings shall be held as needed to fulfill the Committee's responsibilities.
- B. The Committee shall maintain records of meetings, recommendations, and activities.
- C. Meeting summaries or reports shall be provided to the Board within 10 days upon request.
- D. Committee meetings shall comply with applicable governing documents and state law.

7. Privacy and Confidentiality

Committee members shall:

- A. Protect confidential Association information.
- B. Refrain from posting or publishing information that violates privacy rights, governing documents, or applicable laws.
- C. Follow all Board-approved policies regarding website content and electronic communications.
- D. Ensure that personal information of owners and residents is not published without proper authorization.

8. Coordination with Management

Where applicable, the Committee shall work cooperatively with Association management, website providers, and other vendors. Management shall retain responsibility for operational functions assigned by the Board.

9. Reporting

The Committee shall provide periodic reports when requested to the Board regarding:

- A. Website status and performance.
- B. Recommended improvements or enhancements.
- C. Communication initiatives.
- D. Technology and security recommendations.
- E. Other matters assigned by the Board.

10. Term and Dissolution

The Website Committee and operates under the authority, direction, and oversight of the Board. The Board may amend this Charter, modify the Committee's responsibilities, suspend its activities, or dissolve the Committee at any time.

11. Adoption

This Charter was adopted by the Board of Directors of the Condominium Association on _____ and shall remain in effect until amended or repealed by the Board.

Board President: _____

Secretary: _____

Date: _____

Bermuda Greens Condominium Association Landscape Committee Charter

1. Purpose

The Landscape Committee (“Committee”) is established by the Board of Directors (“Board”) of the Bermuda Greens Condominium Association (“Association”) to assist the Board in maintaining, enhancing, and preserving the appearance, health, safety, and overall aesthetic quality of the Association’s landscaped and outdoor common areas. The Committee serves solely in an advisory capacity and operates under the authority, direction, and oversight of the Board.

2. Authority

- A. The Committee is created by and derives all authority from the Board.
- B. The Committee shall have no independent authority to:
 - 1) Bind the Association contractually
 - 2) Authorize expenditures
 - 3) Direct vendors or contractors
 - 4) Establish policies or rules
 - 5) Speak on behalf of the Board unless specifically authorized
- C. All recommendations made by the Committee are subject to Board review, modification, and approval.

3. Objectives and Responsibilities

The Committee will collaborate with the Association’s landscaping contractor and assist the Board by:

- A. Reviewing and evaluating the condition of:
 - 1) Lawns and turf
 - 2) Trees and shrubs
 - 3) Irrigation systems
 - 4) Seasonal plantings
 - 5) Mulch, walkways, and landscape features
 - 6) Drainage concerns affecting landscaped areas
- B. Recommending:
 - 1) Landscape improvements and beautification projects
 - 2) Seasonal planting plans
 - 3) Tree replacement or removal
 - 4) Sustainable and environmentally responsible practices
 - 5) Enhancements to curb appeal and community appearance
- C. Assisting the Board in:
 - 1) Reviewing the performance of landscape contractors
 - 2) Identifying maintenance concerns
 - 3) Prioritizing landscape-related projects
 - 4) Obtaining proposals or information from vendors when requested by the Board
- D. Monitoring common area landscaping and reporting observed issues to the Board or management.
- E. Promoting community participation and education regarding landscaping initiatives when authorized by the Board.

4. Membership

- A. The Committee shall consist of volunteer Association members or residents in good standing, as determined by the Board.
- B. The Board may appoint the Committee members and Committee Chair or authorize the Committee to elect a Chair from among its members. The Board may designate a Board liaison to serve as a non-voting advisor.
- C. To ensure the Committee remains dynamic and accessible to all interested individuals, a standard term of two years will be established for all members. However, members and the Chairperson may be reappointed by the Board.
- D. Any Committee member may be removed by the Board at any time, with or without cause.

5. Meetings

- A. The Committee shall meet as needed to fulfill its responsibilities.
- B. Meeting dates and formats may be determined by the Committee Chairperson in coordination with the Board or Association management.
- C. The Committee shall maintain meeting notes or summaries and provide reports or recommendations to the Board for record.
- D. A majority of Committee members shall constitute a quorum for conducting Committee business.

6. Budget and Expenditures

- A. The Committee shall not incur expenses or commit Association funds without prior Board approval.
- B. Any proposed landscape projects or expenditures shall be submitted to the Board for consideration and approval.
- C. The Committee may assist in developing annual landscaping priorities and budget recommendations for Board review.

7. Vendor Interaction

- A. The Committee may communicate with landscape vendors or contractors only as authorized by the Board or management.
- B. Direction to vendors regarding work scope, scheduling, pricing, or performance shall be made only by authorized representatives of the Association, Board or by the Committee Chair with approval from the Board.

8. Conduct and Standards

Committee members shall:

- A. Act in the best interests of the Association
- B. Conduct themselves respectfully and professionally
- C. Avoid conflicts of interest
- D. Maintain confidentiality regarding sensitive Association matters when applicable
- E. Comply with the Association's governing documents and policies

9. Term and Dissolution

The Landscape Committee operates under the authority, direction, and oversight of the Board. The Board may amend this Charter, modify the Committee's responsibilities, suspend its activities, or dissolve the Committee at any time.

10. Adoption

This Charter was adopted by the Board of Directors of the Bermuda Greens Condominium Association on _____ and shall remain in effect until amended or repealed by the Board.

Board President: _____

Secretary: _____

Date: _____

Bermuda Greens Condominium Association

Long Term Planning Committee Charter

1. Purpose

The Long Term Planning Committee (“Committee”) is established by the Board of Directors (“Board”) of the Bermuda Greens Condominium Association (“Association”) to assist the Board in identifying, evaluating, prioritizing, and planning for major capital projects and long-range community improvements that support the safety, functionality, appearance, sustainability, and property values of the Association. The Committee serves solely in an advisory capacity and operates under the authority, direction, and oversight of the Board.

2. Authority

The Committee is created by and derives its authority from the Board. All recommendations of the Committee are subject to review, modification, and approval by the Board. The Committee shall have no independent authority, unless approved by the Board to:

- A. Bind the Association contractually
- B. Authorize expenditures
- C. Direct vendors, contractors, or management
- D. Make policy decisions on behalf of the Board
- E. Represent the Association unless specifically authorized by the Board.

3. Objectives

The objectives of the Committee include:

- A. Assisting the Board with long-range capital improvement planning
- B. Identifying anticipated repair, replacement, modernization, and infrastructure needs
- C. Evaluating community improvement opportunities
- D. Supporting responsible reserve planning and financial forecasting
- E. Recommending project priorities and timelines
- F. Researching project alternatives, technologies, materials, and best practices
- G. Promoting preservation and enhancement of community property values
- H. Assisting with strategic planning for the Association’s future needs.

4. Responsibilities

The Committee may perform the following duties as directed by the Board:

4.1 Long-Term Planning

- A. Develop and maintain a rolling multi-year capital project plan
- B. Review reserve studies and assist in identifying future capital needs
- C. Evaluate the remaining useful life of major Association assets and infrastructure

4.2 Project Evaluation

- A. Research and analyze potential community improvement projects
- B. Review project feasibility, estimated costs, anticipated benefits, and potential impacts on residents
- C. Consider operational, maintenance, safety, environmental, and aesthetic factors

4.3 Budget and Reserve Coordination

- A. Coordinate with the Board, Treasurer, Finance Committee, Association management, reserve specialists, engineers, and consultants as needed
- B. Assist in aligning project recommendations with reserve funding and budget constraints

4.4 Vendor and Consultant Research

- A. Assist the Board in gathering preliminary information, proposals, or recommendations from engineers, architects, consultants, or contractors when authorized by the Board
- B. Review professional reports and provide advisory recommendations

4.5 Reporting

- A. Provide written or verbal reports to the Board regarding ongoing planning activities, findings, recommendations, and proposed project priorities

5. Membership

5.1 Composition

The Committee shall consist of volunteer Association members or residents in good standing, as determined by the Board. The Board may designate a Board liaison to serve as a non-voting advisor.

5.2 Chairperson

The Board may appoint the Committee Chairperson or authorize the Committee to elect a Chair subject to Board approval. The Chairperson shall:

- A. Preside over meetings
- B. Coordinate Committee activities
- C. Serve as liaison to the Board
- D. Ensure reports and recommendations are submitted to the Board in a timely manner

5.3 Term of Service

To ensure the Committee remains dynamic and accessible to all interested individuals, a standard term of two years will be established for all members. However, members and the Chairperson may be reappointed by the Board.

5.4 Removal

Any Committee member may be removed by the Board at any time, with or without cause.

6. Meetings

- A. Meetings shall be held as needed to fulfill the Committee's responsibilities
- B. The Committee shall maintain meeting notes or summaries as appropriate
- C. A representative of Association management or a Board liaison may attend meetings when requested or directed by the Board

7. Recommendations and Decision-Making

The Committee shall strive to reach recommendations by consensus whenever possible. Formal votes may be conducted as needed. All Committee recommendations shall be advisory only and shall not become effective unless approved by the Board.

8. Coordination with Professionals

The Committee may work with reserve specialists, engineers, architects, contractors, consultants, legal counsel, insurance representatives, and property management professionals as authorized by the Board.

9. Confidentiality

Committee members shall maintain the confidentiality of sensitive information deemed as non-public Association business.

10. Code of Conduct

Committee members shall:

- A. Act in the best interests of the Association
- B. Conduct themselves professionally and respectfully
- C. Avoid conflicts of interest
- D. Disclose any actual or potential conflicts to the Board
- E. Comply with the Association's governing documents, rules, and applicable laws.

11. Limitations

The Committee shall not:

- A. Incur expenses without Board approval
- B. Direct Association vendors or staff unless authorized
- C. Make promises or representations on behalf of the Board
- D. Interfere with the authority of the Board or Association management

12. Amendment and Dissolution

This Charter may be amended, suspended, or revoked by the Board at any time. The Board reserves the right to dissolve the Committee whenever it determines such action is in the best interests of the Association.

13. Adoption

This Charter was adopted by the Board of Directors of the Bermuda Greens Condominium Association on _____ and shall remain in effect until amended or repealed by the Board.

Board President: _____

Secretary: _____

Date: _____

Bermuda Greens Condominium Association Rules and Regulations Committee Charter

1. Purpose

The Rules and Regulations Committee ("Committee") is established by the Board of Directors ("Board") of the Bermuda Greens Condominium Association ("Association") to assist the Board in reviewing, developing, recommending, and periodically working with the Board to update the Association's rules, regulations, and enforcement procedures. The Committee serves in an advisory capacity only and operates under the authority, direction, and oversight of the Board.

The purpose of the Committee is to:

- A. Promote the health, safety, welfare, and quiet enjoyment of the community
- B. Help ensure that Association rules are fair, reasonable, clear, and enforceable
- C. Recommend revisions or additions to rules as community needs evolve
- D. Encourage consistency in rule interpretation and enforcement
- E. Support compliance with the Association's governing documents and applicable laws.

2. Authority

2.1 The Committee is authorized to:

- A. Review existing Association rules and regulations
- B. Receive and evaluate suggestions or concerns from unit owners and residents regarding community rules
- C. Research best practices and online legal considerations related to condominium governance
- D. Draft proposed rule changes or new regulations for Board consideration
- E. Recommend procedures for rule enforcement and compliance
- F. Provide advisory recommendations to the Board

2.2 The Committee shall not:

- A. Adopt, amend, or repeal rules independently
- B. Impose fines, penalties, or sanctions
- C. Interpret governing documents in a legally binding manner
- D. Seek professional legal opinions unless directed by the Board
- E. Direct management staff or vendors without Board authorization
- F. Act on behalf of the Board unless specifically authorized

2.3 All final authority remains with the Board of Directors.

3. Membership

3.1 Composition

The Committee shall consist of volunteer Association members or residents in good standing, as determined by the Board.

3.2 Appointment

The Board may appoint the Committee members and Committee Chair or authorize the Committee to elect a Chair from among its members. The Board may designate a Board liaison to serve as a non-voting advisor.

3.3 Term

To ensure the Committee remains dynamic and accessible to all interested individuals, a standard term of two years will be established for all members. However, members and the Chairperson may be reappointed by the Board.

3.4 Removal

Any Committee member may be removed by the Board at any time, with or without cause.

4. Meetings

The Committee may meet as necessary to fulfill its responsibilities. A majority of Committee members shall constitute a quorum for conducting Committee business. Meeting procedures may include:

- A. Preparation of agendas
- B. Maintenance of meeting notes or summaries
- C. Submission of recommendations to the Board in writing when practical

5. Duties and Responsibilities

The Committee’s responsibilities may include:

- A. Reviewing the Association’s existing rules and regulations for clarity, consistency, and effectiveness
- B. Recommending updates to address operational, safety, maintenance, parking, amenity use, noise, pet, leasing, architectural, or other community concerns
- C. Evaluating whether proposed rules are consistent with the governing documents and applicable laws
- D. Assisting in drafting resident-friendly language for rules and notices
- E. Reviewing enforcement procedures and recommending improvements
- F. Gathering homeowner feedback when directed by the Board
- G. Assisting with educational communications regarding community standards and compliance expectations

6. Enforcement Support

The Committee may assist the Board by:

- A. Reviewing trends or recurring compliance issues
- B. Recommending enforcement guidelines
- C. Suggesting educational or corrective approaches before punitive action is considered
- D. Supporting the formation of a penalty review, hearing and fine enforcement committee as permitted under the governing documents and applicable law.

8. Confidentiality

Committee members may receive information relating to owner complaints, violations, or enforcement matters. Members shall maintain confidentiality regarding sensitive or non-public Association matters discussed during Committee activities.

9. Code of Conduct

Committee members shall:

- A. Act in the best interests of the Association
- B. Conduct themselves respectfully and professionally
- C. Avoid conflicts of interest
- D. Refrain from selective enforcement or favoritism
- E. Support the decisions of the Board once made

10. Relationship to Governing Documents and Law

This Charter is subordinate to:

- A. The Association’s Declaration/Master Documents and amendments
- B. Bylaws and amendments
- C. Existing Rules and Regulations and amendments
- D. Applicable federal, state, and local laws
 - 1) In the event of a conflict, the governing documents and applicable law shall control

11. Amendments

This Charter may be amended, revised, or repealed by the Board of Directors at any duly noticed Board meeting.

12. Term and Dissolution

The Committee operates under the authority, direction, and oversight of the Board. The Board may amend this Charter, modify the Committee's responsibilities, suspend its activities, or dissolve the Committee at any time.

12. Adoption

This Charter was adopted by the Board of Directors of the Bermuda Greens Condominium Association on _____ and shall remain in effect until amended or repealed by the Board.

Board President: _____

Board Secretary: _____

Date: _____