



OAK HOLLOW

HOMEOWNERS ASSOCIATION, INC.

P.O. BOX 620921

OVIEDO, FLORIDA 32762-0921

Email Policy

Purpose:

To establish uniform eMail requirements for board members and/or committee members.

Policy Statements:

1. eMail communication among board members and/or committee members using their private personal computers or electronic devices is permitted.
2. eMail communications are not official records of the Oak Hollow Homeowners Association, Inc. if conducted on private personal computers or electronic devices.
3. eMail communications conducted using official Oak Hollow Homeowners Associations, Inc. computers or accounts is considered official records.
4. eMail communications among board members and/or committee members are not considered meetings.
5. eMail communications to an individual board member and/or committee member, or to the board and/or committee as a whole, is not considered written communications to Oak Hollow Homeowners Association, Inc.
6. eMail communications that are printed and discussed at a board meeting become official records of the association.
7. Board members and/or committee members are not permitted to make any decisions by eMail which may bind the board or Oak Hollow Homeowners Association, Inc. regardless of the communication system used.
8. Directors and committee members using private personal computers and electronic devices are requested to establish an eMail account specifically for the purpose of communicating and discussing Oak Hollow Homeowners Association, Inc. operations.

Adopted, Oak Hollow Homeowners Association, Inc. Board of Directors
29 August 2016

A handwritten signature in black ink, appearing to read 'Russell Case', written over a horizontal line.

By: _____
Russell Case, Director, Secretary