

Cloister Pointe Condominium Association Rules and Regulations Conditional Acknowledgment — Rules & Regulations (November 2025)

CMC Management and Cloister Point HOA Board Members:

I did **not** receive any of the following required items:

- Proper notice or letter announcing the meeting
- The proposed rules or changes for review
- The meeting agenda
- Minutes from the meeting
- Information regarding the voting process for the Rules and Regulations update
- The outcome or results of the vote

These items are required under Florida Statute **§720.303(2)** (Meetings of the Board of Directors) and **§720.306(1)** (Amendments to Governing Documents).

I reserve all rights as a member to review official records, request meeting minutes, and seek verification that these rules were properly adopted in full compliance with Florida law.

Name: Homeowner, Cloister Pointe, Condo Unit

Date

Cloister Pointe Condominium Association Rules and Regulations Conditional Acknowledgment — Rules & Regulations (November 2025)

Dear CMC Management and Cloister Pointe HOA Board Members:

I did not receive written notice of the HOA meeting held on **November 5, 2025**, during which amendments were made to the *Cloister Pointe Condominium Association Rules & Regulations (Adopted November 5, 2025)*.

I was not provided with information about the proposed changes for review, nor was I given the opportunity to express my opinions or concerns, or to participate in a vote regarding these amendments. These procedural steps are required under **Florida Statute §720.303(2)** (Meetings of the Board of Directors) and **§720.306(1)** (Amendments to Governing Documents).

Accordingly, *I respectfully request that you provide the following:*

- The **meeting agenda**
- The **official minutes** from the November 5, 2025 meeting
- **Information regarding the voting process**, including quorum verification of homeowners
- The **final results of the vote**

I request that this information be provided **within ten (10) business days** of this notice, in accordance with the statutory timelines for homeowner access to association records.

I reserve all rights as a member of the Cloister Pointe Homeowners Association to review official records, request meeting minutes, and seek verification that these rules and regulations were properly adopted in full compliance with Florida law.

Respectfully,

Homeowner, Cloister Pointe, Condo Unit

Request for Paper Work