

## LAWN, LANDSCAPE & IRRIGATION MEETING

### GUIDELINES

These guidelines have been developed over the past several months in keeping with the intent of the meeting. The meeting is designed to share information from property inspection provided by the independent inspector, oversight directors, landscape contractor and contract manager to the community. These guidelines provide the context for the meeting and establish general rules for conducting and participating in the meeting and process.

1. All residents are welcome to attend the session. Only association Presidents and POC's will be able to participate in the question and answer section.
2. Name calling, derogatory comments or other type of denegation of people attending or participating in this information session will not be tolerated.
3. Each participant will be given ample time to ask a question. If the moderator stops a participant and says "what is your question", this is your cue, you have 15 seconds to ask your question or he/she will move on to the next person with a question.
4. The moderator will hold the microphone and will determine the applicability of the questions as outlined above.
5. Questions regarding individual or association problems will be referred to FirstServices for inclusion in the CSR system.
6. Questions must be directed to either the inspector and/or an oversight director following the landscape condition reports.
7. Following the meeting the panel will remain for an informal question and answer period. Attendees will have an opportunity to talk with any panel person.