

# **Silverlakes Homeowners Association**

## **Policy for “Handling of disruptive individuals during community meetings”**

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Adopted: May 20, 2009

### **Purpose:**

The purpose of this policy is to outline for the HOA Board of Directors steps to protect the safety of individuals, including but not limited to homeowners, board members or guests from physical or emotional threats during board meetings.

### **Policy statement:**

The homeowner’s Board of Directors hereby states that inappropriate action or behavior including personal insults, threats of physical violence, and physical confrontations between attendees at HOA meetings will not be tolerated and that every means available up to and including arrest will be used to maintain a safe meeting environment for homeowners, board members and guests.

### **Definition of disruptive behavior:**

Disruptive behavior includes but is not limited to any behavior that prevents the HOA Board of Directors from proceeding with a meeting or from executing the posted meeting agenda items due to the actions or behavior of an individual of a group of individuals.

### **Procedure:**

1. The acting chairperson of the HOA Board Meeting will attempt to bring the meeting to order.
2. If an individual or group of individuals disrupts the meeting agenda using inappropriate language, behavior or actions, the chairperson should identify the individual(s) and request that they take a seat and allow the meeting to continue.
3. If that action fails and the disruptive behavior continues, the chairperson should explain that the individual is being asked to leave the meeting hall however they are not prohibited from attending meetings in the future. The names of the individuals should be noted for the record.
4. If the request to leave the meeting hall fails and the disruptive behavior continues then the following steps will be taken:

### **Non-threatening disruptive behavior:**

1. Any board member at their discretion may make a motion to suspend the meeting.
2. A motion must be seconded and approved by the majority of the Board Members present.
3. The board may reconvene the meeting at a later time or date.

**Physical confrontations or threats:**

1. Upon the observation of a threat to cause physical harm whether the intent was meant to be acted on or not and whether any harm or injury is incurred, the offending individual(s) will be asked to leave the meeting hall.
2. They are not prohibited from attending future meetings if they comply.
3. If the individual or individuals refuse and the disruption continues or appears to escalate, a Board Member will notify law enforcement.
4. A motion to suspend the meeting should be made, seconded and approved and all attendees should then be asked to vacate the meeting hall for their safety.
5. The board at their discretion may reconvene the meeting.

**Physical Harm:**

1. Immediately upon observing any physical altercation whether any harm or injury has incurred a Board Member will notify law enforcement authorities.
2. The attendees will be asked to vacate the meeting hall for their safety.
3. The meeting will be deemed suspended
4. The board will represent the homeowners by pressing charges or securing the proper legal instrument necessary to maintain a safe environment for homeowners to meet.

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