

## **Windsor Place Homeowners Association Broadcast E- Mail Policy**

To ensure that the e-mail addresses of homeowners are valued and protected, and to provide direction on the types of e-mails sent to homeowners by the board of directors, a policy or guideline has been developed.

- All e-mails broadcast to homeowners will have a statement at the bottom:  
This e-mail is being sent by the direction of the Windsor Place Board of Directors. Responses to the e-mail will be redirected to the entire Board. If the e-mail respondent is requesting that some action be taken, the homeowner is asked to attend a board meeting where the topic can be discussed under New Business.
- Categories of e-mail subjects include (and which can be added to as needed):
  - Quarterly newsletter
  - Board sponsored events (request for input on dates and notification of the event) such as annual meeting, picnic/ garage sales, and annual ornament exchange
  - County and City ordinances (such as noise and parking ordinances, rules on scooters, etc.)
  - Neighborhood Watch/ Crime Prevention information
  - Vandalism/ Crime: If the incident results in a police report or an insurance claim
  - Lost/ found pets or other lost/ found items of major importance
- From time to time, there will be topics of neighborhood-wide interest. The Board may choose to send broadcast e-mails to keep the neighborhood informed. Some of these topics are:
  - Major rezoning issues
  - Proposed amendments to the Declaration of Covenants and Notice of Restrictions
  - City of Belle Isle and Orange County community activities

Examples of recent topics of this nature include:

- Conway Road widening project
- Apartments on Conway and Cove Roads
- Neighborhood campaign to preserve the left hand turn out of the development at the Conway entrance
- Partin Grove development
- Citrus canker
- Hurricane clean up efforts

10 May 2005