



## **Electronic Communications Policy**

### **Objective of the policy**

In 2016, the Board of Directors a goal of improving communication for the Gardens by the Sea Condominium Association community. In order to meet this goal, the Board implemented an Electronic Communications Policy. The Board expects this policy will improve efficiency and effectiveness as electronic communication is faster, easy to access, inexpensive and environmentally friendly.

Emails shall be used exclusively for Board communications. The Board will not consider emails as a means for owners to communicate requests for information or documents to the Board or to the association's financial management company. Owners must continue to address such requests as described in the GBS documents.

### **Statutory obligations**

Use of electronic communication (emails) will not preclude the delivery requirement of certain official notices specified in our governing documents and /or Florida Statutes. While future email communications may discuss or relay the same or similar information, official required condominium association notices will continue to be sent via USPS mailing.

Examples of information that may be sent via email include: copies of official required notices, notice and agenda of upcoming Board meetings, Board meeting minutes, Association news and events, Association notices of maintenance issues affecting entire community, Association notice of outside issues that have an impact on our community and any other Association business that the Board determines appropriate.

### **Protection of member's personal information**

Recent changes to Florida legislation require that certain steps be taken to protect the personal information of the members. One of those steps is a requirement to receive written authorization from those members who wish to receive electronic notices from the condominium association.

In light of this obligation, as well as the benefits of communicating electronically, the Board of Directors has decided to ask those members wishing to receive electronic notices for their written permission.