

BOARD RESOLUTION

The undersigned, Secretary of Cypress Falls at the Woodlands Homeowners Association (“Association”), certifies that at its duly noticed meeting held on October 16, 2020, the Board of Directors adopted the following Resolution:

RESOLVED, that the Board of Directors authorizes use of an Internet-based online voting system (“System”) pursuant to Section 720.317, Florida Statutes. However, the Association shall not be obligated to use the System unless directed to do so by the President. The following sets forth the procedures the Association must utilize **if** the System will be used:

1. When the Association conducts a membership vote using the System, the notice of the meeting or notice that voting will occur by written consents in lieu of a meeting shall provide all members with notice that they have the opportunity to vote through the System. The notice shall include instructions on how members may use the System, including the method by which members: (i) consent in writing to electronic voting; (ii) vote electronically; and (iii) opt-out of online voting after giving consent.
2. With respect to the first membership vote using the System following the adoption of this Resolution, the Association shall send a notice to all members that any members who wish to vote through the System shall provide the Association with written consent within 14 days of the date the Association sends such notice. With respect to the second and subsequent membership votes using the System following adoption of this Resolution, the notice from the Association shall inform members that they have 7 days from the date the Association sends such notice to: (i) provide written consent to voting through the System (if they have not already consented); or (ii) opt out if they have previously provided written consent. The Association may, but shall not be obligated, to elect to permit members such longer amount of time than 7 days, as may be provided in the notice. The Association shall include written consent and opt-out documents that members can return to the Association, provided that consent in writing (or opt out) may also be made via email to the e-mail address provided in the Association’s notice. A member’s consent to online voting is valid until the member opts out of online voting according to the procedures established by the Board.
3. The System shall provide members with a method to:
 - (a) Authenticate the member’s identity to the System.
 - (b) Transmit an electronic ballot (with respect to elections of directors) to the System that ensures the secrecy and integrity of each ballot.
 - (c) Confirm that, at least 14 days before the voting deadline, the member’s electronic device can successfully communicate with the System.
4. The Association must use a System that is able to:
 - (a) Authenticate the member’s identity.

- (b) Authenticate the validity of each electronic vote to ensure that the vote is not altered in transit.
 - (c) Transmit a receipt from the System to each member who casts an electronic vote, which must include the specific vote cast, the date and time of submission and the user identification. The System must also produce an official record that the Association must maintain, which specifies the specific votes cast on each ballot, and the date and time of receipt of the electronically submitted ballot.
 - (d) With respect to elections of directors, permanently separate any authentication or identifying information from the electronic election ballot, rendering it impossible to tie an election ballot to a specific member. The foregoing is applicable if the Association's Bylaws provide for secret ballots for the election of directors.
 - (e) Store and keep electronic votes accessible to election officials for recount, inspection and review purposes.
5. For elections, electronic votes shall not be accessible to the Association prior to the scheduled election. Failure to comply with the preceding sentence will void the election; in that case, the Association must re-notice the election meeting.
 6. The Association is authorized to contract with an outside vendor providing an internet-based electronic voting service.
 7. The System shall comply with the minimum requirements of Section 720.317, Florida Statutes, as amended from time to time.
 8. The Association shall comply with all requirements set forth in Section 720.317, Florida Statutes, as amended from time to time.

Rosetta Wallace

Its: Director

Print Name: Rose Wallace

Print Date: October 16, 2020