

**RESOLUTION OF THE BOARD OF DIRECTORS
AUTHORIZING AN ONLINE/ELECTRONIC VOTING SYSTEM AND ELECTRONIC
TRANSMISSION OF NOTICES FOR
ASSOCIATION**

WHEREAS, Section 720.317, Florida Statutes, authorizes Homeowners' associations to conduct elections and other unit owner voting through an online/electronic voting system; and

WHEREAS, the Board of Directors desires to authorize _____ (the "Association") to conduct such online/electronic voting as permitted by the statute and to authorize sending of notices by electronic transmission;

NOW THEREFORE, be it resolved as follows that the Board of Directors of the Association on this _____ day of _____, 2025 hereby adopts the following regarding online/electronic voting and electronic transmission of notices:

RESOLVED, that use of an online/electronic voting system is hereby adopted; and

RESOLVED, that the Association will provide each unit owner with:

- (a) A method to authenticate the unit owner's identity to the online/electronic voting system.
- (b) For elections of the board, a method to transmit an electronic ballot to the online/electronic voting system that ensures the secrecy and integrity of each ballot.
- (c) A method to confirm, at least 14 days before the voting deadline, that the unit owner's electronic device can successfully communicate with the online/electronic voting system.

RESOLVED, that the Association will use an online voting system that is:

- (a) Able to authenticate the unit owner's identity.
- (b) Able to authenticate the validity of each electronic vote to ensure that the vote is not altered in transit.
- (c) Able to transmit a receipt from the online/electronic voting system to each unit owner who casts an electronic vote.
- (d) For elections of the board of administration, able to permanently separate any authentication or identifying information from the electronic election ballot, rendering it impossible to tie an election ballot to a specific unit owner.
- (e) Able to store and keep electronic votes accessible to election officials for recount, inspection, and review purposes.

RESOLVED, that all unit owners will receive notice of the opportunity to vote through an online/electronic voting system prior to each election or other unit owner vote in which the Association authorizes online voting; and

RESOLVED, that in order to implement online/electronic voting, the Association may contract with an outside vendor or other independent party that provides such services and the Board shall use reasonable judgment to ensure that the services comply with the requirements of law; and

RESOLVED, that the Board may determine that utilizing online/electronic voting is not in the best interests of the Association as to any particular election or other unit owner vote and accordingly, there shall be no obligation for the Association to utilize online/electronic voting at any particular election or other unit owner vote; and

RESOLVED, that unit owners must consent, in writing, to online/electronic voting no less than fourteen (14) days prior to the election or other unit owner/membership vote by completing, signing, dating and tendering to the Association the consent form available from the Association attached hereto as Exhibit "A", as may be hereafter amended. If the consent form is received less than fourteen (14) days prior to the election or other unit owner/membership vote then it shall be effective for the next subsequent unit owner/membership vote; and

RESOLVED, that unit owners may opt out of online/electronic voting no less than 30 days prior to the election or other unit owner vote by completing, signing, dating and tendering to the Association the revocation of consent form available from the Association attached hereto as Exhibit "B", as may be hereafter amended. If the revocation form is received less than-30 days prior to the election or other unit owner/membership vote then it shall be effective for the next subsequent unit owner/membership vote; and

RESOLVED, that unit owners who consent to vote by online/electronic voting may still vote by other means (in person or by proxy or written ballot, as applicable) with respect to any election of directors or other unit owner/membership vote. In the event of multiple votes cast on behalf of a single unit/voting interest as to the same matter, the vote cast first in the election of directors shall prevail, while the last vote cast with respect to all other non-election matters will prevail.

RESOLVED, that a unit owner may also use the consent and revocation forms attached hereto as Exhibit "A" and Exhibit "B", or a substantially equivalent document respectively, with regard to choosing to opt into or out of receipt of notices from the Association via electronic transmission (which will apply to those notices that are statutorily permitted to be sent via electronic transmission); and

RESOLVED, that a unit owner's consent or revocation form may be delivered to the Association by hand delivery, mail or via electronic transmission.

This resolution was adopted by the Association's Board of Directors on the ____ day of _____, 2025, and shall be effective on an even date herewith.

IN WITNESS WHEREOF, the undersigned has hereunto affixed his hand and the seal of the Association this ____ day of _____, 2025.

ASSOCIATION,
a not-for-profit Florida Corporation

By: _____
_____, President

CERTIFICATE

The undersigned hereby certifies that he/she is the Secretary of Association, a corporation organized and existing under the laws of the State of Florida; that the foregoing is true and correct copy of a resolution adopted at a meeting of the Board of Directors of said corporation held on the _____ day of _____, 2025, at which meeting a quorum was at all times present and acting; that the passage of said resolution was in all respects legal; and that said resolution is in full force and effect.

Dated this _____ day of _____, 2025.

ASSOCIATION,
a not-for-profit Florida Corporation

By: _____
_____, Secretary

EXHIBIT "A"

CONSENT TO ONLINE/ELECTRONIC VOTING AND CONSENT TO RECEIVE ELECTRONIC NOTICE

The undersigned, being a deeded Unit Owner for Property Address _____

(if you own multiple Units, attach a list of all properties owned), at **Association** pursuant to Florida Statutes, hereby consents in writing to:

(Please place a check mark or x in the box to indicate that you are giving consent.)

☐ **ONLINE/ELECTRONIC VOTING and ELECTRONIC NOTICE.** By signing this consent form I consent to voting online/electronically for elections and other unit owner votes and to receiving notices by electronic transmission for meetings of the Board of Directors, meetings of Committees or meetings of the Unit Owners/Membership and with respect to any other notices that are statutorily permitted to be sent via electronic transmission for the **Association** to the fullest extent permitted by law with respect to the above-listed unit(s) and pursuant to the provisions of the Board's Resolution authorizing electronic voting and electronic notice ("Resolution"). I designate the following email address for online/electronic voting and electronic notice purposes:
(PRINT NEATLY) _____.

The undersigned understands and agrees that in order to be valid, this consent form must be signed and on file with the Association at least **fourteen (14) days** prior to the meeting or election in which the Unit Owner wishes to vote online/electronically, and that all online/electronic votes shall be cast in advance of said meeting at which time the ability to vote online/electronically shall be deemed closed for that meeting or election. The undersigned also understands that mailed/delivered paper notices may not be provided to me with respect to the above-referenced unit(s) unless the undersigned has timely revoked consent to receipt of notices by electronic transmission in writing.

I further understand and agree that in order to use a different e-mail address for casting votes online/electronically and for electronic notice, I must notify the Association in writing of the change of email address so that it is received no later than fourteen (14) days prior to the meeting or election in which I wish to vote by online/electronic means using a different e-mail address. If I do not provide timely written notice of this change of e-mail address to the Association as provided herein, I further understand and agree that I may not be able to vote online/electronically until the next membership meeting and/or election.

All Unit Owners or Designated Voter
Please Sign, Print Name and Affix Date Below:

By: _____

Print Name: _____

Date: _____

By: _____

Print Name: _____

Date: _____

EXHIBIT “B”

REVOCATION OF CONSENT TO ONLINE/ELECTRONIC VOTING AND REVOCATION OF CONSENT TO RECEIVE ELECTRONIC NOTICE

The undersigned, being a deeded Unit Owner for Property Address _____

(if you own multiple Units, attach a list of all properties owned), at **Association** having previously consented in writing to online/electronic voting at meetings and elections for the **Association** and previously consented to receipt of notices by electronic transmission as permitted by law and duly filed with the Association.

I/We hereby **revoke** my/our consent for the following:

(Please place a check mark or x in the box to indicate that you are revoking consent.)

☐ **ONLINE/ELECTRONIC VOTING and ELECTRONIC NOTICE.**

The undersigned understands and agrees that for purposes of revoking consent for online/electronic voting, this form must be signed and on file with the Association no later than 30 days prior to the membership meeting or election in which the Unit Owner wishes to revoke consent to vote by online/electronic means or the revocation will not be effective until the next membership meeting and/or election. If the Association receives this revocation less than -30 days prior to a membership meeting or election, the revocation will be effective for the next subsequent membership meeting or election, whichever comes first.

Further, the undersigned understands and agrees that for purposed of revoking consent for electronic notice, this form must be on file with the Association no later than 30 days prior to the Association sending notice or the revocation will not be effective until the next notice of meeting, election or otherwise is to be sent.

All Unit Owners or Designated Voter
Please Sign, Print Name and Affix Date Below:

By: _____

Print Name: _____

Date: _____

By: _____

Print Name: _____

Date: _____