

**DISPUTE COMMITTEE CHARTER  
MAIDSTONE PROPERTY OWNERS ASSOCIATION  
PORT SAINT LUCIE, FLORIDA**

**PURPOSES**

The primary purpose of the Dispute Committee is to provide Maidstone residents with fair and consistent enforcement actions to incidents of violation or lack of compliance with any restrictions stated on the governing documents of the Association including the Rules and Regulations, the Covenants and Bylaws.

**COMPOSITION**

The committee shall consist of an odd number of members but not more than 5 or less than 3 eligible members of the Association. No officers, directors, or employees of the association, or the spouse, parent, child, brother, or sister of an officer, director or employee shall be able to serve in the Dispute Committee. The members of the committee shall be approved by the Board. Each member of the committee shall serve at the pleasure of the Board of Directors. The Committee will select a Chairperson among themselves and a Secretary.

**AUTHORITIES, DUTIES AND FUNCTIONS**

1. The Dispute Committee will act within the various allowable remedies and fee schedule which have been approved by the Board for their use. They shall meet as required in executive session to hear any requests made from anyone wishing to be heard on a stipulated violation.
2. The only persons who may be present at the hearing conducted by the Committee shall be: (i) the Committee members themselves; (ii) staff and counsel as the Committee may determine; (iii) witnesses and parties as called by the Committee; and (iv) the Owner and witnesses called by the Owner (v) Owner's counsel.

**BUSINESS CONDUCT GUIDELINES**

Any action of the Dispute Committee shall require a majority affirmative vote of its full membership. No committee member shall be authorized or empowered to unilaterally approve any action.

**MEETINGS AND REPORTING**

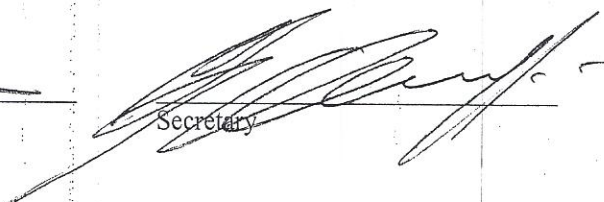
1. The Dispute Committee shall convene on an as required basis.
2. The Chairperson of the Committee shall control the order and extent of all questioning.

3. Before hearing from the Owner and witnesses, the Committee shall consider whether or not any member of the Committee should recuse himself from a specific matter. Committee members who have not recused themselves may not abstain from voting on the matters before the Committee.
4. The Committee shall hear one witness at a time. Owner may only be present when the Owner or a witness presented by the Owner is to be heard.
5. Committee members are not subject to questioning by Owner.
6. All written materials to be made a part of the record shall first be submitted to Committee's counsel (if Committee chooses to have counsel present), then, upon counsel's approval, submitted and distributed to all members of the Committee. Said materials shall be placed in the record of the proceeding.
7. The course of the hearing shall be limited to the matter raised before the Committee.
8. Committee proceedings are administrative, non-operational. Accordingly, Committee meetings are not noticed to the general membership of The Association, nor are members of The Association generally permitted to attend or participate in Committee proceedings, except as may be provided in Paragraph 3 above.
9. Neither the Committee nor any member thereof shall be liable to the Association or to any Owner or any other person or entity for any loss, damage or injury arising out of or in any way connected with the performance or non-performance of the Committee's duties hereunder.
10. The Dispute Committee shall record minutes of their meetings and report its activities to the Board of Directors on a regular basis but not later than 30 days after convening a hearing or conducting a meeting.

APPROVED:

2/29/15  
Date

  
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President

  
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Secretary