RESOLUTION OF THE BOARD OF DIRECTORS OF THE GATES OF LAKE REGION HOMEOWNERS' ASSOCIATION, INC.

WHEREAS, The Gates of Lake Region Homeowners' Association, Inc. ("Association") is subject to the Florida Homeowners' Association Act ("HOA Act"); and

WHEREAS, § 720.303(4)(c) of the HOA Act, as amended in 2024, requires that the Association adopt written rules governing its records retention policy;

NOW, THEREFORE, be it resolved by the Association's Board of Directors at its duly noticed meeting held on 11.11.24, 2024 and at which a quorum was present, that the following policy and rule was adopted:

OFFICIAL RECORDS RETENTION POLICY

Section 1: Definition of Official Records. The official records of the Association are those records defined in § 720.303(4) of the HOA Act.

Section 2: Policy. It is hereby declared to be the policy and rule of the Association that the official records of the Association shall be prepared, created, kept and maintained pursuant to the requirements of § 720.303(4) of the HOA Act.

Section 3: Duration of Retention of Official Records. The official records of the Association shall be maintained for at least 7 years, unless the governing documents of the Association, or the HOA Act, requires a longer period of time.

Section 4: Designation of Records Management Custodian. The Secretary of the Association shall serve as the custodian of the official records of the Association until such time as the Board of Directors designates a new custodian.

Signed on 11/11, 2024.

The Gates of Lake Region Homeowners' Association, Inc.

Barbara Irwin, President