

## LMOA POLICY MANUAL

### CHAPTER FIFTEEN - SECTION 15.08

Date: June 18, 1984  
Amended: March 20, 1985  
Amended: July 18, 1985  
Amended: September 21, 1989  
Amended: January 23, 1992  
Amended: May 28, 1992

**SUBJECT: LMOA NEWSLETTER**

**CONTACT:** Director, Community Activities  
Vice President, LMOA

Supersedes 15.08 and 15.09

#### **I. POLICY**

The LMOA "News" is published bi-monthly (every other month) by the LMOA for the benefit of its members. The editorial staff, consisting of the Vice-President, the General Manager and the Director, Community Activities has the responsibility, within the policies set by the Board, for the content of the "News" and reserves the right not to accept an advertiser's order.

The LMOA newsletter is the primary means by which the LMOA Board of Directors and the LMOA management staff communicate matters of general interest and present pertinent information concerning Lake policies, procedures, schedules and special events to all Lake Monticello property owners.

#### **II. REQUIREMENTS**

- A. Full quarterly financial statements shall be published in March, May, September and November.
- B. Provision shall be made for a column entitled "Owners' Forum". Specific guidelines for this column follow:
  1. Selection of material to appear in the column is discretionary with and the responsibility of the Editorial staff; however, information endorsing specific candidates for election, selection or appointment to any office, committee, counsel, board, commission, any issue appearing on the LMOA proxy ballot, etc. will not be accepted.
  2. Matters which property owners deem appropriate for inclusion must be presented in writing; the communication must contain the name and mailing address of the property owner, the lot number(s) owned, and a statement that the property owner objects to or does not object to printed attribution of his/her name in the column. Owner(s) desires in this regard will be respected.

3. The decision to quote, paraphrase, edit or merely refer to an owner's inquiry or comment rests with the Editorial staff.
4. The number of property owners' inquires, coupled with the need to give priority of space to Association news, will require the editorial staff, to allocate an appropriate amount of space in each issue for the "Owners' Forum".
5. Frivolous or libelous matters will not be responded to.
6. The Editorial staff may task other members of the Board, LMOA Committees or of the management staff, to author responses on particular issues for inclusion in the "Owners' Forum".
7. Property owners must understand that the Association has no obligation to include their inquiries or communications in the "Owners' Forum" column. While the Association will respond to all letters of inquiry; the means of acknowledgement and the manner in which a response will be made is discretionary.

### **III. PROCEDURES**

The Editorial staff shall establish procedures to acquire information that serves to support the purpose of the publication, to design the format and overall appearance of the newsletter, to check for accuracy in articles related to Board and committee meetings, to establish advertising procedures and rates, for the printing of the newsletter and for the distribution to property owners.

### **IV. PAID ADVERTISING GUIDELINES**

Non-LMOA advertising normally will be accepted for the sale of tangible things and for professional business and commercial services. Material not acceptable for paid advertisement includes, but is not limited to, political, social, or policy activist advertising, policy critiques, material deemed divisive, illegal or immoral.

### **V. RESPONSIBILITIES**

The Editorial staff is responsible for exercising due care and judgment to insure that material presented in the newsletter will not cause or create alienated elements within the community while implementing this policy.