

**FRANKLIN FARM FOUNDATION  
ADMINISTRATIVE RESOLUTION #33**

**REGULATION OF AUDIO AND VIDEOTAPING  
OF BOARD OF TRUSTEES' MEETINGS**

WHEREAS, the Board of Trustees deems it in the best interests of the Foundation and its Members to permit members who choose to do so to audio tape or videotape meetings of the Board of Trustees, other than executive sessions; and,

WHEREAS, Section 55-510.1B. of the Virginia Property Owners' Association Act authorizes a board of directors of a property owners association to adopt rules governing the recording of its meetings to prevent interference with a meeting of the board of directors; and,

WHEREAS, the Board of Trustees has concluded that appropriate rules should be adopted to prevent interference with its meetings by the taping of those meeting by Members and that Members are entitled to know in advance the rules applicable to the taping of meetings of the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED that the following rules shall govern the audio and videotaping of meetings of the Board of Trustees:

1. Members who adhere to these rules may audio or videotape open meetings of the Board of Trustees. Non-members may audio or videotape open meetings of the Board of Trustees only with the express, prior permission of the Board of Trustees. Unless otherwise determined by the Board of Trustees in any particular instance, executive sessions of the Board of Trustees shall not be audio or videotaped.
2. Persons intending to audio or videotape an open meeting of the Board of Trustees shall make arrangements to do so with the Executive Director at least twenty-four hours in advance of the meeting.
3. Persons audio or videotaping a meeting of the Board of Trustees shall provide their own recording equipment, including any electric cord, microphones or other necessary equipment. No equipment may be used that produces any audible sound while operating. No additional lighting may be used to augment regular room lighting.
4. Videotaping equipment shall be mounted on a stand furnished by the member and located at the rear of the meeting room in a location identified by the Executive Director. Audio taping equipment, including microphones, shall be placed only in locations approved by the Executive Director. Once turned on, all taping equipment shall be left unattended during the meeting. Mobile equipment shall not be used to tape any part of any meeting. Video cameras shall be set and remain at wide-

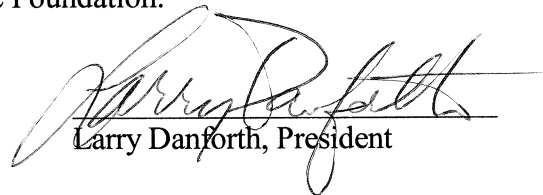
angle settings so as to encompass the entire Board of Trustees and shall not be used to focus on any single individual.

5. Persons taping a meeting shall remove all recording equipment from the meeting room and replace any furniture or facilities disturbed to locate the equipment promptly at the conclusion of the meeting.

6. Persons recording meetings of the Board of Trustees shall be responsible for the costs to repair any damage caused by the Individual or the Individual's equipment.

7. On a case by case basis, the Executive Director is authorized to impose such other requirements with respect to the taping of meetings of the Board of Trustees, not inconsistent with this Resolution, as the Executive Director deems appropriate to prevent interference with the conduct of meetings of the Board, to prevent embarrassment of other Persons and to protect the property of the Foundation.

10/15/03  
Date

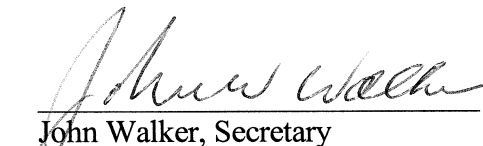
  
Larry Danforth, President

Attest:

  
Carol Teigen, Executive Director

I hereby certify that a vote was duly taken and the above Resolution was adopted by a vote of two-thirds of the Trustees of the Board of Trustees at the meeting of the Board of Trustees on the 15<sup>th</sup> day of October, 2003.

SEAL

  
John Walker, Secretary

Book of Minutes No. 44  
Meeting No. 274