

THE ISLES HOMEOWNERS ASSOCIATION, INC.

CLUBHOUSE RULES & REGULATIONS

Revised 8/6/18

The following Rules and Regulations have been adopted by The Isles Board of Directors for the use and enjoyment of The Isles Clubhouse by residents and guests of residents. The intent of these Rules and Regulations is to maintain a reasonable standard of use and conduct that will benefit the community as a whole and maintain the condition of our facilities at The Isles. In these Rules and Regulations, "resident" includes an owner who lives in The Isles or a tenant who leases and lives in a unit in The Isles, but does not include an owner whose unit has been leased to a tenant.

GENERAL RULES AND REGULATIONS FOR ALL AREAS OF THE CLUBHOUSE (including Fitness Center, Pool, and Tennis Courts)

1. When using any area in and around the Clubhouse, responsible behavior, proper attire, and decorum must be observed at all times. The use of profanity, yelling at or threatening another person, or failing to identify oneself to management, a member of the Board, or member of a committee of the HOA will be a violation of this rule. Management, the Board member, or committee member may require the person in violation to immediately leave the Clubhouse.
2. No pets of any kind are allowed in any area inside the Clubhouse except service animals.
3. After use of any area, it shall be returned to its original condition and cleanliness, i.e. furniture should be put back in place, trash should be picked up and disposed of, etc. As a general rule, leave the Clubhouse in as good a condition (or better) than it was in when you entered it.
4. No wet or damp swimsuits are allowed in the Great Room, MultiPurpose Room and Fitness Center, and dry swimsuits must be covered appropriately when using the facility. Footwear must always be worn in the Clubhouse.
5. Smoking is not allowed in any area of the Clubhouse
6. Alcoholic beverages are not allowed in the Clubhouse except during Association planned, permitted, and supervised social or recreational activities or during private events. ***Sale of alcoholic beverages is prohibited at all times.***
7. No skateboards, in-line skates, roller skates or similar footwear are allowed inside or around the Clubhouse and adjacent parking lots.
8. All bicycles are to be parked in the bike rack area.
9. All cars are to be parked in designated areas and may not be parked in the porte-cochere or drive-up area, except temporarily while picking up mail or dropping off supplies for a Clubhouse event.
10. Report any damage or spills to the Clubhouse Manager.
11. Abuse of any room, furnishings, or amenities in the Clubhouse may constitute grounds for immediate restriction of the use of the facilities. Residents are liable for the cost of repair resulting from damage caused indirectly or directly by themselves, their family members, or their guests. If a tenant fails to pay the costs of damages, the owner will be responsible for payment of the damages, the collection of which will be handled the same as a past due assessment.
12. Any guest who is not a houseguest of a resident may use the Clubhouse only when accompanied by the resident. The Fitness Center may be used only by residents and overnight houseguests of residents.
13. The Clubhouse may only be used between the hours of 8am and 10pm seven days a week, unless otherwise noted in these Rules and Regulations or unless specifically authorized by the HOA.
14. The MultiPurpose Room is intended for group activities that are low risk, low impact and that involve only minimal physical exercise.
15. As provided in the Declaration of Covenants, unless otherwise provided in a unit lease agreement, an owner, by leasing his or her unit, automatically delegates his or her right of use and enjoyment of the Clubhouse and other common elements to the tenant. In such a case, the owner relinquishes such rights during the term of the lease agreement.
17. No person may leave any food or beverages in the refrigerator in the kitchen except while the person is in the Clubhouse. No alcoholic beverages may be left in the refrigerator at any time. Nothing may be left in any of the kitchen cabinets or drawers at any time except during a reservation period unless prior arrangements have been made with the Clubhouse Manager and the person waives any liability on the part of the Association for any items left in the kitchen under such arrangements. Any food or beverage left in the refrigerator will be discarded by the Association.
18. The Board of Directors has the right to suspend the Clubhouse privileges of any resident who allows another person to use his or her access device in violation of these rules.

19. Under no circumstances may any person, resident or non-resident, conduct any activity for which any form of remuneration is received by such person, except for one on one personal instruction. Prior to commencing instruction, the professional instructor shall apply to the Clubhouse Manager for approval and provide proof of possessing professional liability insurance and appropriate teaching certification. The Isles Homeowners Association, Inc. ("HOA"), reserves the right, in its absolute discretion to deny approval or cancel approval previously given
20. Use of the Clubhouse is at the resident's or guest's own risk.
21. The Board of Directors has the right to suspend the privileges of any resident who enters or allows another person to enter any area within the Clubhouse, the tennis courts, the pool or pool deck when such area is posted by the Board or Property Manager as "closed", unless that person has the permission of a Board member or the Property Manager. (Rev. 3/24/16)
22. The Board of Directors of the Association has the right to suspend the use privileges of any resident for violation of these Rules and Regulations. (Rev. 3/24/16)

USE/RESERVATION OF THE MULTIPURPOSE ROOM AND GREAT ROOM

1. Areas available for reservation and allowable reservation uses

The only areas of the Clubhouse that are available for reservation are the MultiPurpose Room and the Great Room. The MultiPurpose Room is the part of the facility that is adjacent to, and includes, the kitchen area. The Great Room is the part of the facility that contains the lounge area and television set. If only the MultiPurpose Room is reserved, persons attending the function shall not have access to the Great Room. If the Great Room is reserved, persons attending the event shall have access to the MultiPurpose Room. Reservation use shall be by and for residents and not for persons, clubs or organizations that are not residents. The Fitness Center, pool, pool patio and tennis courts are to remain available to all residents and are not available for reservation.

The kitchen will be open and available for use by all residents using the Clubhouse between 8 am and 10pm unless the MultiPurpose Room or the Great Room is reserved for exclusive use.

The MultiPurpose Room and the Great Room may be used for meetings or events sponsored or authorized by the HOA for meetings of the HOA Board or one or more of the HOA Committees, or for a private meeting, event, party or function by individual residents. In no case will commercial functions involving an offer to sell, direct marketing, solicitation of business, or contracting to sell, be allowed without prior specific approval of the majority of the HOA Board.

2. Process for reservations

A. Majority of Attendees are not Residents

Any meeting, event, party, or function sponsored by a resident at which less than fifty-one percent (51%) of the group will be residents will require a reservation agreement. Any wedding related event may only be scheduled if the bride or groom is a resident, or an immediate family member of the resident, i.e. parent, sibling, or child of the resident.

The Clubhouse Manager is responsible for taking reservations for reservations. Reservations shall be available only to residents. If a tenant of an owner wishes a reservation, the owner of the tenant's unit must also sign the Reservation Agreement. A resident desiring to reserve the MultiPurpose Room or the Multipurpose Room and Great Room shall apply in writing to the Clubhouse Manager by completing a Reservation Agreement, a copy of which may be obtained from the Clubhouse Manager. The Reservation Agreement will become effective when signed by the Clubhouse Manager as the authorized representative of the HOA. No reservations will be available to any resident when the owner's assessments and other sums due the HOA by the owner are not current.

Reservation must be made in advance, and will be made only upon payment of any applicable security deposit and the reservation fee. If the area reserved is not adequately cleaned following the event by the renting resident, the security deposit will be used to pay for cleaning expenses incurred by the HOA following the reservation which shall be charged at the estimated hourly expenses of the HOA for such cleaning. The security deposit will also be used to reimburse the HOA for the repair or replacement of any damage done to the Clubhouse, its furniture, equipment, or other decorations and furnishings. An additional hourly fee will be assessed to the resident if the room is not vacated by the end of the reservation period specified in the Reservation Agreement. The security deposit, less any cleaning, repair, or replacement expenses and additional reservation fees will be refunded no more than 30 days following the event. Any amounts due the Association in excess of the deposit will be charged as an assessment against the owner signing the Reservation Agreement, the collection of which will be handled the same as a past due assessment.

Approved 3/20/06, Revised 5/6/06, Revised 8/13/07

The reservation fee for the MultiPurpose Room and Great Room is \$225.00 for a maximum of 4 hours and \$50.00 for each additional hour plus a security deposit of \$500.

The reservation fee for the MultiPurpose Room alone is \$125.00 for a maximum of 4 hours and \$25.00 for each additional hour plus a security deposit of \$200.00.

B. Majority of Attendees are Residents

A Reservation Agreement will be required for the exclusive use of the MultiPurpose Room or Great Room by any resident sponsored group using the facilities for a meeting, event, party, or function where at least fifty-one percent (51%) of the group will be residents or tenants in The Isles. It will be in the discretion of the Clubhouse Manager to limit the amount of time during which the Multi-Purpose Room and/or Great Room are reserved if the reservations are unduly limiting or restricting the ability of other residents to use them.

The Clubhouse Manager is responsible for taking reservations for exclusive use of the rooms. If a tenant of an owner wishes a reservation, the owner of the tenant's unit must also sign the Reservation Agreement. A resident desiring to reserve the MultiPurpose Room or the Multi-Purpose Room and Great Room shall apply in writing to the Clubhouse Manager by completing a Reservation Agreement, a copy of which may be obtained from the Clubhouse Manager. The Reservation Agreement will become effective when signed by the Clubhouse Manager as the authorized representative of the HOA. No reservation will be available to any resident when the owner's assessments and other sums due the HOA by the owner are not current.

Reservations must be made in advance. No security deposit or fees are required for a Reservation Agreement. If the area is not adequately cleaned following the event by the reserving resident, any cleaning expenses incurred by the HOA following the resident's use of the room will be charged at the estimated hourly expenses of the HOA for such cleaning and an amount will be charged to reimburse the HOA for the repair or replacement of any damage done to the Clubhouse, its furniture, equipment, or other decorations and furnishings. Any amounts due for cleaning or for repair and replacement costs will be charged as an assessment against the owner who signed the Reservation Agreement, the collection of which will be handled the same as a past due assessment.

No Reservation Agreement will be required for any HOA sponsored or authorized recreational, social or community activities approved by the HOA Board or for meetings of the HOA Board and its committees. Times for such activities and meetings shall be marked on a calendar maintained by the Clubhouse Manager and reservations shall not be available during these periods.

3. Limitations on times and dates of reservations

The period during which either room is available for reservation is from 8:00am to 11:00pm seven days a week. The minimum reservation period is 4 hours and the maximum reservation period is 8 hours. A resident may not reserve either the MultiPurpose Room or Great Room for both Saturday and Sunday on the same weekend. Reservations are not available on the following days:

New Year's Eve	Labor Day	Hanukkah
New Year's Day	Memorial Day	Christmas Eve
Easter	Halloween	Christmas Day
Independence Day	Thanksgiving	

4. Resident as host.

The resident arranging the reservation must be present at all times at the function for which the room is reserved and must be the primary host of the event. A reservation may not be arranged on behalf of a third party

5. Music and noise

The resident arranging the reservation is responsible for assuring that any music or other noise emanating from the reservation area or parking area is at a level that cannot be heard in nearby houses or in other areas of the Clubhouse. No music is allowed to be played outside the Clubhouse during the reservation period.

6. Furniture placement and clean up

The person reserving a room is responsible for setting up and arranging the room for the function, including setting up tables and chairs and immediately after the event is responsible for returning the facilities, furniture and equipment to their original condition and location and leaving the furniture and facilities clean after use. Furniture in the reservation area may be rearranged for a particular function, but may not be moved outside of the room reserved. The furniture should not be stacked as it may be damaged by doing so.

7. Decoration restrictions

Decorations for events may be used only if they do not cause damage to, or cause difficulty in cleaning up, the facility after the event. For example, do not use glitters, sparkles, rice or any items small enough to get stuck in the carpet. Do not thumb-tack, tape, glue, staple, or nail any decorations to the ceiling, door frames, walls, etc. Tape may be used to attach decorations to the glass on windows or doors, but must be removed at the end of the event.

8. Caterers

If a caterer is used during use of the MultiPurpose Room, the HOA must be provided a copy of the caterer's license and insurance information. Caterers shall provide proof of liability insurance naming the HOA as an additional insured for the reservation.

9. Cancellation

If cancellation of a reservation is initiated by the resident, all fees will be returned. If the HOA or the Clubhouse Manager cancels due to an act of God or other unforeseen situation, all fees will be returned.

10. Liability

No high risk or other activities unsuitable for the Clubhouse, as determined by the HOA or the Clubhouse Manager, will be allowed to be conducted in the Clubhouse. The liability for any personal injury and/or property damage resulting from improper or unauthorized use of any part of the HOA common elements, including property, facilities, or equipment by any resident or a guest of resident is the responsibility of the resident making the reservation. The resident who reserves the facility is responsible for all of his or her guests complying with these rules and regulations. The resident shall provide proof of liability insurance naming the HOA as an additional insured covering the reservation and shall agree to hold harmless and indemnify the HOA for all liabilities associated with the reservation as more specifically provided in the Reservation Agreement.

USE OF THE FITNESS CENTER

The following Rules and Protocols apply to all residents and guests using the Clubhouse Fitness Center:

GENERAL RULES

1. The Fitness Center is open from 5am to 10pm and is accessible only with the resident's personal access device.
2. The Fitness Center may be used only by residents and overnight guests of residents.
3. Children under 14 are prohibited from using gym equipment at any time and not be present in the gym unless accompanied by an adult.
4. Use of the Fitness Center is at the resident's or guest's own risk.
5. All users are responsible for assuring their medical condition is appropriate for using the equipment. It is recommended that users do not exercise alone.
6. All users are required to read applicable equipment instructions before using the equipment.
7. Proper attire is required. This includes shoes, a shirt or tank top and appropriate shorts or pants.
8. All radios, CD or electronic sound devices may be used only with earphones.
9. Food, glass containers, smoking, alcohol, and animals (other than service animals) are not allowed in the Fitness Center.
10. The last person to leave the Fitness Center is to turn off the TVs and lights.

PROTOCOLS

1. All hand and padded surfaces of equipment must be cleaned with the provided sanitary wipes immediately upon finishing use of each piece of equipment. No exceptions.
2. TV control is governed by arrival time. First person in the Fitness Center has priority channel selection. A second arrival may select an additional channel of an unused TV but that TV(s) must be fully muted until the prior person leaves or agrees to a change of channel.
3. All free weights must be immediately removed from lift bars when finished and returned to the holding racks. All hand weights must be immediately returned to the shelves.
4. All users are limited to thirty (30) minutes on any piece of equipment when others are waiting.
5. Loud vocalizations (grunts, shouts, etc.) during exercise are discouraged.
6. Window blinds may be open or closed to manage sun. The blinds are not to be raised.

These rules and protocols are for the safety, health and comfort of the residents. The Board of Directors has the right to suspend Fitness Center privileges of any person for noncompliance.

USE OF THE POOL

The following Rules and Regulations apply to all residents and guests using the pool at the Clubhouse:

1. The pool hours are 8am to dusk.
2. No food, alcohol, or glass containers are allowed in the pool or on the pool deck. Food and non-alcoholic beverages are allowed in the patio area, i.e. the sheltered area with tables near the building which is distinguishable by different pavers than the pool deck. No glass containers are allowed on the patio area.
3. No animals are allowed in the pool except service animals are permitted on the pool deck and the pool patio.
4. The maximum number of people in the pool at one time is 57.
5. Persons must shower before entering the pool.
6. Proper bathing suits are required.
7. Hair longer than shoulder length must be worn in a cap, braided, or tied in a ponytail.
8. A person having or apparently having a communicable disease, open sores, or wounds, will not be permitted in the pool. Body casts, pads, adhesive tape, Band-Aids or bandages of any type are not permitted in the pool.
9. Individuals unable to swim should be accompanied by a swimmer while using the pool. All incontinent individuals are required to wear swim diapers.
10. No running is permitted on the pool deck.
11. No ball throwing is allowed in the pool or the pool deck area. Water wings and water safety rings for non-swimmers are permitted. Kickboards are to be used only for lap swimming. "Noodles" will be permitted for floating purposes only and not as toys.
12. Towels may not be used to reserve chairs for extended periods.
13. No pool furniture of any kind shall be removed from the area. No furniture will be allowed to be placed inside the pool.
14. All radios, CD players, tape decks, and similar devices and televisions are to be used only with earphones.
15. No bicycles, skateboards, in-line skates, or roller skates are allowed on pool deck.
16. No diving or jumping into the pool is allowed.
17. Personal hygiene activities such as shaving, shampooing, or bathing are not allowed on the pool deck.
18. Persons with suntan lotions or oil on their bodies must protect the pool furniture with towels.
19. Smoking is prohibited in the pool and on the pool deck.
20. The outdoor shower on/off lever must not be manipulated to stay on except when being used to rinse off.

Tennis Courts

1. The tennis courts are open from 8am to 10pm.
2. Guests, other than residents' overnight houseguests, may only use the courts when playing with a resident.
3. When any resident is waiting to play, court times are limited to 1 hour for singles play, 1 1/2 hour for doubles play.
4. No food, alcohol, or glass containers are allowed on the tennis courts.
5. No bicycles, skateboards, in-line skates, or roller skates are allowed on the tennis courts.
6. No animals are allowed within the tennis court area, except service animals.
7. The tennis courts may only be used for playing tennis, not for other sport activities.