

House Bill 1021 (eff date: 07/01/24)

- Accounting records/official records
 - Accounting records must include:
 - All invoices, transaction receipts, or deposit slips that substantiate any receipt or expenditure of funds by the association
 - A copy of building permits
 - A copy of all satisfactorily completed board member certificates
 - Maintained in an organized manner that facilitates inspection of records by a unit owner
 - If posted on an association's website, obligation is satisfied by directing owners to the website
 - The checklist must be kept for 7 years
 - An association board member who defaces or destroys accounting records, or fails to maintain accounting records, commits a misdemeanor. This person must be removed from office and a vacancy declared.
 - A member of the association who refuses to release or produce association records must be removed from office and a vacancy declared.
- Year-End Financial Reports
 - Unit owners can vote to prepare a lesser detailed financial report but an association may not prepare a financial report with lesser financial information for consecutive fiscal years.
- Association Websites
 - An association managing a condominium with **25** or more units shall post digital copies of the documents specified in subparagraph 2 on its website or make such documents available through an application that can be downloaded on a mobile device.
- Board Meetings
 - **10 Units or >:** Meet at least once a quarter; agenda must include opportunity for members to ask questions of the board.
 - Right to ask questions relating to reports on the status of:
 - Construction or repair projects;
 - Revenues and expenditures during the current fiscal year
 - Other issues affecting the condominium
- Special Assessments
 - Meeting in which regular or special assessment is to be considered must contain the estimated cost and purposes for the assessment
 - If the meeting relates to the approval of a contract for goods or services, a copy of the contract must be provided and made available upon written request.

- Directors or Officers Offenses
 - **A director or officer charged by information or indictment with any of the following crimes must be removed from office:**
 - Forgery, as provided in s.831.01. Of a ballot envelope or voting certificate used in a condominium association election;
 - Theft, as provided in s.812.014. Or embezzlement involving association funds or property
 - Destruction of, or refusal to allow inspection or copying of, an official record of a condominium association which is accessible to unit owners within the allowable time parameters, in furtherance of any crime.
 - Obstruction of justice
 - Any criminal violation under this chapter
 - The board may fill the vacancies as otherwise noted. If the charges are resolved a finding of guilt, the director or officer may be reinstated
- Fraudulent Voting Activities Relating to Association Elections; Penalties
 - The following acts are misdemeanors of the first degree:
 - Willfully and falsely affirming a vote or causing another to falsely affirm a vote;
 - Perpetrating fraud in connection with voting
 - Preventing a member from voting or from voting as he/she intended
 - Menacing, threatening, or using bribery to influence voting
 - Attempting to buy the vote of another member
 - Using any measure to keep a member from voting in an election or on a particular ballot measure
 - The following are also misdemeanors of the first degree under a different section of the law:
 - Aiding, abetting, advising a person in a fraudulent voting activity
 - Agreeing, conspiring with at least one other person to commit a fraudulent voting activity
 - Having knowledge of a fraudulent voting activity and giving aid to the offender
- Condominium Director Education
 - A director **shall certify in writing** to the secretary of the association that he/she has read;
 - Association's declaration of condominium
 - Articles of incorporation
 - Bylaws
 - Current written policies
 - Must state will work to uphold documents and policies
 - Submit a **Certificate** evidencing successful completion of an educational curriculum that is **at least 4 hours long** and includes instruction on the following:
 - Milestone inspections
 - Structural integrity reserve studies
 - Elections
 - Recordkeeping
 - Financial literacy and transparency
 - Levying of fines

- Notice and meeting requirements
 - **The course must be taken within one year before or 90 days after appointment to the board**
 - **A director or officer elected or appointed before 07/01/24 has until 06/30/25 to recertify.**
 - **Certification is good for 7 years**
 - **All officers and directors must take 1 hour of continuing education annually to keep up with changes in the law**
- Structural Integrity Reserve Studies
 - **45 days:**
 - Make available to all owners
 - Send copy to DBPR using their website, verifying a copy is made available to each owner
- Condominium Crime Insurance
 - Association must have fidelity bond or crime insurance policy
- Common Expenses and Common Surplus
 - The board is responsible for adopting hurricane protection specifications for the building
 - If the installation, maintenance, repair, and replacement of the code-compliant windows and doors is the responsibility of the unit owners pursuant to the declaration of condominium
 - The association may assess unit owners for the funds to replace windows and doors.
- Those owners who have already replaced their windows and doors with those that meet specifications are excused from assessment
- Condo owners' E-mail Addresses & Fax #'s
 - Only accessible to unit owners
 - Consent to receive notices electronically provided by each unit owner
 - Unit owners expressly indicate to the association that sharing of email address and fax with other unit owners is o.k.

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