

BOARD RESOLUTION 2014 - 03

DELEGATING AUTHORITY TO MAINTENANCE SUPERVISOR

WHEREAS, Washington state law RCW 64.38.020 (#3) states that an HOA Association may "hire and discharge or contract with managing agents and other employees, agents, and independent contractors" and,

WHEREAS, RCW 64.38.030 (#3) states that Association By-Laws may provide for "which, if any, of its powers the board of directors or officers may delegate to other persons or to a managing agent" and,

WHEREAS, Pinebrook By-Laws, Article VII, Section 2 states that the Board of Directors shall "supervise all officers, agents and employees of the Association and see that their duties are properly performed" and,

WHEREAS, it is common practice for HOAs to hire a property manager who is knowledgeable in various areas of maintenance, to avoid cumbersome and time-consuming "micro-managing" by a Board of Directors, providing for operations to run smoothly between monthly board meetings and,

WHEREAS, the duties of the Pinebrook Maintenance Supervisor are determined by the Board of Directors and stated in a signed contract between the two parties and,

WHEREAS, the Maintenance Supervisor operates within an annual budget set up each fall by the Board of Directors and approved by the homeowners at the annual meeting each February and,

WHEREAS, checks and balances are in force, as all purchases and invoices approved by the Maintenance Supervisor are reviewed by two officers of the Board when the checks are signed (two signatures required), including reimbursement of a \$400 petty cash fund (with all cash expenditures backed by receipts), now therefore be it

RESOLVED, that the Board of Directors delegate to the Maintenance Supervisor the authority to make expenditures in accordance with the approved budget, with unforeseen, non-budgeted items costing over \$2000 to be approved by the Board of Directors at a regular or specially called meeting.

Adopted this 22 day of July, 2014 with the following directors being present and voting:

John Lovejoy
John Lovejoy, President

Donna Winchell
Donna Winchell, Secretary

Larry Kennedy
Larry Kennedy, Director

Absent

Billy Kelly, Director

Absent

Sergei Polozov, Director

Absent
Beth Barber, Vice-President

Mary Allred, Treasurer

Absent

Amanda Williamson, Director

Jim Moody, Director