

BOARD RESOLUTION – Engaging with Contractors
August Sun Country Estates

November 2, 2021

The following resolution was approved by the August Sun Homeowner’s Association by majority vote, effective immediately:

1. Any Board member may refer contractor candidates to the full Board and Community Manager for consideration. The Board shall discuss each candidate and then take a majority vote (unanimous if by email) on proceeding to schedule a meeting with the contractor and/or agreeing on the project scope prior to seeking a written proposal.
2. Only the Community Manager shall communicate with incumbent or candidate contractors, as determined by Board vote. No Board member shall make direct contact with any contractor without the knowledge and authorization of the full Board. No Board member or Manager shall make comments (complimentary or disparaging) about one contractor to another.
3. When meetings with a contractor are necessary, each Board member shall provide their scheduling availability to the Community Manager.
 - a. The Manager and Board shall discuss and agree on a date for the meeting, to be scheduled no sooner than one week after the meeting is initially proposed. The Manager shall then coordinate with the contractor to schedule as agreed and notify participants accordingly.
 - b. Though attendance is encouraged, the Manager or any Board member may voluntarily elect not to attend any contractor meeting, at their discretion.
 - c. If a meeting is proposed at a time when the Manager or any Board member is unavailable to meet, the meeting shall be rescheduled at an alternative time when the Manager and all participating Board members are available.



Signed

11/2/2021

Date

MICHAEL BOUGHTON

Printed Name

PRESIDENT

Title