



**REGENCY AT MONTAINE COMMUNITY ASSOCIATION
RESOLUTION FOR ADOPTION OF AN INVOICE APPROVAL PROCEDURE**


We, Members of the Board of Directors of Regency at Montaine Community Association (“Association”) do hereby make the following resolution:

WHEREAS, the Board of Directors wishes to assign an invoice approver from The Management Trust to approve all invoices which are submitted to the Association for payment and are contractual in nature or utility related,

WHEREAS, the Board of Directors agrees that the Invoice Approver is to be the General Manager of the Association,

Be it resolved that the General Manager of Association may, on behalf of the Board of Directors, approve any invoices received for payment of contractual goods and/or services and/or are utility related, for payment.


Be it further resolved that the General Manager will send any invoices which are exceptions to the normal contracted goods and services or are not utility related, to the Board for approval every Monday morning (no later than 12noon MST). Two (2) Board members will need to approve the invoices via email correspondence in order for payment to be processed.

DocuSigned by:

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Chris Osler, Director

8/9/2022

Date

DocuSigned by:

CFBFE84A83D443D...

Robert Grundman, Director

8/9/2022

Date

DocuSigned by:

68568BC02FC24AF...

Steve Brumfield, Director

8/12/2022

Date