



Board of Directors and Management Authorizations

Special Authorizations to President and Vice President: Only actions and funding decisions considered emergency in nature or those creating an adverse hardship to either a homeowner or the community may be approved by the President or Vice President between meetings. Should an incident occur that is not covered by an approved policy and action is required before a scheduled meeting, a course of action may be directed by the President or Vice President. However, the next scheduled meeting should fill the gap in policy. This is to ensure all Board of Directors action is conducted via a vote and with transparency.

KPOA management is limited to authorize contracts only up to \$5,000 to perform the scope of work required determined by management. All contracts which exceed this amount must be brought to the Board for approval. The exception to this policy is during emergency action to prevent further damage to Association property. All work shall be inspected by management prior to final payment.

KPOA management is not authorized to contract new projects without Board approval. This does not preclude management from duties and projects required for normal management operations.

All contracts the Board or KPOA management enters with any family members must be approved and voted on by the Board in a scheduled meeting.

The Special Projects Policy will continue to collect projects from the community, however, the authorization given to the President and Vice President is suspended until the next budget year. Projects may be approved by a Board vote.

By Board of Directors Resolution and unanimous approval,



Jordan Hightower, Secretary

April 16, 2018