

Resolution
OF THE BOARD OF DIRECTORS OF
MATANZAS SHORES OWNERS ASSOCIATION, INC.
Regarding the Purchases by the Association

9th A meeting of the Matanzas Shores Owners Association, Inc., (MSOA) was held on the 9th of Sept., 2022, at 1 p.m. A quorum of the Board of Directors was present, and the Secretary and Community Association Manager for the Association confirmed that the meeting was duly and properly noticed.

WHEREAS, The Board of Directors believe it is in the best interests of the Association (a Not-for-Profit organization) to adopt reasonable written rules with which to management the day-to-day activities of the Association, governing the process of purchasing supplies and services in day-to-day operations and in emergency circumstances.

WHEREAS, the Board of Directors believes it is in the best interests of the Association to adopt reasonable written rules, as contemplated by the Florida Statutes Chapter 720, Florida Statutes Chapter 252 and Florida Statutes Chapter 617 statute, for routine functioning within the community and in advance of an emergency event.

NOW THEREFORE, BE IT RESOLVED, the following rules of governance are adopted for the establishment of a policy relating to the Purchase of Goods and Services by Association in routine operations and emergency situations.

BE IT RESOLVED THAT after this instrument is recorded with the Clerk of Flagler County, Florida, the Association shall post this Resolution adopting a policy regarding the process of on the Association's web site and implement the actions required.

BE IT FURTHER RESOLVED THAT the Board shall retain the right to amend or repeal the policy established by the resolution proscribed herein. To expedite maintenance and supply purchases by MSOA, the Board of Directors of has determined there is a need to institute the following policy:

1. The President or Vice President may sign, without additional Board approval, contracts or purchase orders for supplies, equipment and services that are \$2,000 or less, if the dollar amount has been sufficiently funded in that current budget. The President or Vice President may also sign payment instruments (checks or payment invoices) in addition to contracts and purchase orders.
2. The President and/or Vice President may sign, without Board approval, contracts or purchase orders for supplies, equipment and services that are \$4,000 or less, if the contract or purchase order is also signed by another member of the Executive Committee and if the dollar amount has been sufficiently funded in the current budget. The President or Vice

President may also sign payment instruments (checks or payment invoices) in addition to contracts and purchase orders.

3. If a **State of Emergency is Declared**, unless specifically prohibited by the declaration or other recorded governing documents, and consistent with Florida Statute, Section 617.0830, the board of directors, in response to damage or injury caused by or anticipated in connection with an emergency, as defined in Florida Statute, Section 252.34(4), for which a state of emergency is declared pursuant to Florida Statute, Section 252.36 in the area encompassed by the association, may exercise the all the powers delineated in Florida Statutes, Section 720.316, including any future amendments made by the Legislature and may exercise all the powers delineated in Florida Statutes, Section 720.316 and Florida Statutes, Section 617.0303.

The above resolution was duly adopted by the Association on the date above mentioned and shall become effective September 23, 2022.

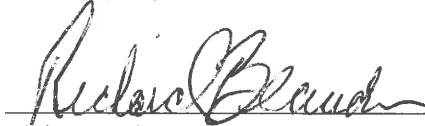
Motion made by Ronnie Wilson

Second to the motion made by Don Albertson

Vote on the Motion 6 present to unanimous vote



Ronnie D. Wilson, President




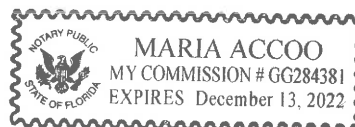
Rich Beaudoin, Secretary

STATE OF FLORIDA
COUNTY OF FLAGLER

Before me, personally appeared, by physical presence, Ronnie D. Wilson and Joy Sowers, to me known and known to me to be the individuals described herein and who executed the foregoing Resolution as President and Secretary, respectively, of the Matanzas Shores Owners Association, Inc, and acknowledged to and before me that they executed such instrument as directed by the Board of Directors of the Matanzas Shores Owners Association, Inc,

Witness my hand and official seal in the county and state aforesaid, this 9th day of September 2022.



Notary Public

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Amendment/Update - October 20, 2023

At a duly noticed board meeting held on October 20, 2023, an update was made to the Resolution Regarding the Purchases by the Association.

As detailed in the meeting minutes dated October 20, 2023, the MSOA BODs voted to increase the dollar amount that the President and/or Vice President may sign, without Board approval (Contract or purchase orders for supplies, equipment, and services) from \$4,000.00 to \$5,000.00 or less.

The board also voted to add the Treasurer as a signer for invoices.