

CHARLESTOWN OWNERS ASSOCIATION

Section I – Board Responsibilities and Limitations

ADMINISTRATIVE RESOLUTION NO. 2002-03

(Establishing the Board President as the Liaison with Management and Legal Counsel)

WHEREAS, Article X, Section 1(b) of the Bylaws of the Charlestown Owners Association ("Association") provides that the Board of Directors shall have the power and duties necessary for the administration of the affairs of the Association and may do such acts and things as are not by law or by the Association's Bylaws, Declaration or Articles of Incorporation directed to be exercised and done by the membership; and

WHEREAS, the Board of Directors feels it necessary to designate a single point of contact between the Board of Directors and property management and/or legal counsel;

NOW, THEREFORE, BE IT RESOLVED THAT the Board President is the designated liaison with property management and the COA lawyer.

At each monthly Board meeting, the President will provide an oral briefing on his/her "relevant" contacts with property management and COA lawyer. Note: if any Director has an issue regarding COA business, their key contact is the President of the Board, not professional management or the COA lawyer.

This Policy Resolution shall be filed in Section I, Board Responsibilities and Limitations, of the Book of Resolutions.

The effective date of this Resolution shall be May 16, 2002.

This Resolution was approved and adopted by the Board on April 16, 2002