

Administrative Resolution for Re-siding Task Force

BE IT HEREBY RESOLVED by the Board of Directors of Gabriel Commons as follows:

The Board finds:

In recognition of the advisory vote by owners at the annual meeting on Nov. 21, 2019 in support of the Board moving ahead with Phase 2 and 3 of the J2 proposal dated April 25, 2019, the Board intends to notify J2 to proceed with those phases of work, estimated to cost \$31,000. A copy of the J2 proposal is attached to this Resolution as Exhibit A.

In order to advance owner engagement and education in these phases of the residing process, the Board of Directors hereby creates the Gabriel Commons Residing Task Force, which shall assist the Board in fulfillment of its duties under state law to protect the assets of the Association by undertaking recommended repairs to the common elements. The Board shall, in its discretion, establish the charter and charge for the Task Force:

- a. The Task Force shall have the authority to identify, evaluate and propose contractors to be invited to participate in the bid process overseen by J2, subject to their capacity to meet the contractor qualification guidelines approved by the Board. The Task Force shall also have the ability to work with the Board, J2 and the bidding contractors to value engineer the residing project in order to benefit the entire owner community.
- b. At least one member of the Board will sit on the Task Force both as an “owner member” and liaison to the Board.
- c. The Task Force shall not have the authority to make any decisions on behalf of the HOA and all information and recommendations developed by the Task Force will be reported in writing to the Board for its consideration.
- d. The Board will provide the Task Force with a budget not to exceed \$1,000, primarily to cover costs associated with meetings and communications with J2 and Superior that are outside current contract commitments.

- e. The Task Force will provide monthly written reports to the Board, including budget expenditure updates.
- f. Communication with the owner community regarding Task Force work will be conducted by the Board, unless approved in advance by the Board.
- g. The Board will solicit and accept applications from unit owners who would like to serve on the Task Force and will appoint its members. Only one owner per unit may serve on the Task Force.
- h. The Board expects the Task Force to complete its work within 3 months, in conjunction with the J2 work on Phases 2 and 3.

IT IS SO RESOLVED this 22nd day of January, 2020.

The Board of Directors of Gabriel Commons

Joel Glick, Chair

Maryann Lewis, Secretary

Jodie Trombly, Treasurer

Dianne Day

Sharon Robbins