

**RESOLUTION OF THE
SQUARE LAKE HILLS CONDOMINIUM ASSOCIATION**

ADOPTING POLICY AND PROCEDURE FOR BIDDING AND CONTRACTING

SUBJECT: Adoption of a policy regarding the procedure for bidding and contracting for work performed on behalf of the Association.

PURPOSE: To adopt a uniform policy and procedure to be followed when enforcing rules to facilitate the efficient operation of the Association.

AUTHORITY: The Master Deed and Bylaws of the Association.

EFFECTIVE DATE: August 28, 2012

RESOLUTION: The Board of Directors, on behalf of the Association, hereby adopts the following policy and procedure to be followed when enforcing the covenants and rules of the Association:

BIDDING AND CONTRACTING WORK. All work to be performed on behalf of the Association shall have three bids if the value of the work is in excess of \$2,500.00. The President of the Association shall have the authority to bind the Association for all work to be performed on behalf of the Association that has a value of less than \$2,500.00. Work to be performed on behalf of the Association valued in excess of \$2,500.00 must be approved by the Board.

PRESIDENT'S CERTIFICATION: The undersigned, being the President of the Square Lake Hills Condominium Association, a Michigan nonprofit corporation, certifies that the foregoing Resolution was adopted by the Board of Directors of the Association on August 28, 2012 and in witness thereof, the undersigned has subscribed his name.

SQUARE LAKE HILLS CONDOMINIUM ASSOCIATION

By: Cyril S. Cornak
Its President 8/28/12

By: Daniel J. Kalish
Its Secretary