

December 5, 2013

Royal Oak Maintenance Association

Notice of Virtual Meeting - Royal Oak Maintenance Association Board of Directors

Date: October 30, 2013

Purpose: Vote to Open a Reserve Fund Checking Account

On Wednesday, October 30, 2013 a virtual board meeting was held via e-mail to vote for or against opening a second Royal Oak Maintenance Association checking account for the sole purpose of keeping money for a maintenance reserve fund, separate from the operating checking account.

The vote by the board members to open a Reserve Fund Checking Account was as follows:

Barrett Reese, President – Yes

Penny Altman, Treasurer – Yes

Ron Norman, Vice President – Yes

Doris Hastings, Vice President – Yes

Terri Chick, Secretary – Yes

The motion to open a reserve fund checking account for Royal Oak Maintenance Association passed unanimously.

Respectfully submitted,



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Barrett Reese, President  
Royal Oak Maintenance Association