

PROCEDURE FOR ENACTING RESOLUTIONS

1. Before a draft resolution may be enacted or distributed to unit owners, it must be **approved** by the Board of Directors.

2. Before an approved draft resolution may be enacted, the Board of Directors must advise owners in writing as follows:
 - a. The Board of Directors intends to take up the approved draft resolution for **adoption** at the next Board meeting;
 - b. The date, time, and place of the next Board meeting;
 - c. Owners may submit comments on the approved draft resolution by a date certain by any of the following means:
 - (1) In writing by mail to the management company.
PO Box 23099
Tigard, OR 97281
Attn: Lani Clark
 - (2) In writing by email to Mill Creek Condominium Association at board@millcreekcondosfh.com
 - (3) By comment during an open forum at the next Board meeting.

3. Before an approved draft resolution may be enacted by the Board of Directors, the Board shall consider owners' comments, modify the previously approved draft resolution as the Board deems appropriate, and vote on whether to adopt the draft resolution.

4. The Board of Directors shall distribute any adopted resolution to all owners and advise owners in writing that the resolution will become effective five (5) days after the mailing date of the adopted resolution.

Approved unanimously by the Board of Directors of
Mill Creek Condominium Association on 11/01/04