

**SEXTON PLACE CONDOMINIUMS OWNERS' ASSOCIATION
BOARD RESOLUTION FOR ASSESSMENT PAYMENT PROCEDURES AND FEES**

The following Resolution was adopted on July 22, 2024, by a quorum of the Board of Directors (“Board”) of the Sexton Place Condominiums Owners’ Association (the “Association”) at a duly called meeting of the Board.

RECITALS

WHEREAS, the Board has authority pursuant to Article 3, Section 3.2 of the Bylaws of the Association (the “Bylaws”) to do all acts it deems necessary in furtherance of the management of the affairs of the Association except as limited by the governing documents or by law; and

WHEREAS, the Board has determined it necessary and in the best interests of the Association to modify the rules and procedures for the payment of assessments, as set forth herein;

NOW, THEREFORE, IT IS HEREBY

RESOLVED, that the Board modifies the rules and procedures for payment of assessments by owners as follows:

1. Owners may pay assessments by personal check, provided the owner also pays a \$15.00 processing fee for each payment by this method (there shall be no processing fee charged for checks received from title or escrow companies related to the sale or purchase of a unit).
2. Owners may pay assessments by Visa or Mastercard credit or debit card, provided the owner also pays the amount equal to the greater of 2.95% of any such payment or the processing fee charged by the credit or debit card company for any such payment.
3. Payments by electronic check (“e-check”) or auto- or ACH payments set up by Management with the proper routing and account numbers shall incur no processing fee.
4. The Association shall charge the responsible owner the greater of \$35.00 or actual costs incurred for any electronic payment that is reversed or fails to process.
5. The Association shall charge the responsible owner the greater of \$35.00 or actual costs incurred for any check that is returned due to insufficient funds (“NSF”), stopped payment, or any other reason.
6. The Board, in its sole discretion, may modify the foregoing procedures and charges from time to time by a majority vote of the Board at a duly called meeting at which a quorum is in attendance.

This Resolution was passed by a majority vote of the Board of Directors at a duly called meeting at which a quorum was in attendance on the 22nd day of July, 2024.

Signed by:
Jeannette Alexander
Title: Chair
Jeannette Alexander

ATTEST:

Signed by:
Barbara DeVoll
Title: Secretary
Barbara DeVoll