

**WINDSOR HILLS HOMEOWNERS ASSOCIATION, INC.
POLICY RESOLUTION: EXPENDITURES**

WHEREAS, the Board of Directors of the Windsor Hills Homeowners Association is empowered with the duty to formulate policies for the administration, management and operation of the Property and Common Elements thereof;

AND WHEREAS, the Board of Directors has a fiduciary responsibility to ensure that reasonable procedures are implemented to regulate the expenses of the Association;

NOW THEREFORE, the Board of Directors of the Windsor Hills Homeowners Association resolves as follows:

1. All proposed projects, improvements, purchases or non-contract expenses (excluding items covered by Paragraph #6 below) must be approved by the Board at a meeting or by a unanimous consent that must be in writing before the expense is incurred. The unanimous consent can be obtained by any means appropriate including written ballot, facsimile or e-mail.
2. Requests for Board consent must include a description of the expense and a copy of the proposal (s), which must include a "not to exceed" cost.
3. If any request exceeds \$5,000, at least three proposals must be obtained prior to consent being granted.
4. The Treasurer and/or the Managing Agent will review each invoice and sign each check for the expenses described above. If the invoices are not in accordance with the expenses unanimously approved by the Board, payment shall be withheld until appropriately approved or otherwise resolved.
5. No contracts shall be awarded nor payments made to any vendor which is owned in whole or in part by any member of the Association or in which any Association member has a financial interest unless full disclosure is provided to the Board of Directors.
6. Notwithstanding anything to the contrary hereinabove, the Board of Directors, in order to expedite certain maintenance, repairs and/or services for the Association, delegates authority to make unbudgeted expenditures as follows:
 - 6.1. Director: Each Director is authorized to spend up to \$1,000.
 - 6.2. Managing Agent: The Managing Agent has authority to spend up to \$1,000 without approval from the Board of Directors. In event of an emergency or disaster, the Managing Agent has authority to expend whatever funds are necessary to mitigate damage and otherwise protect the common elements and or safety of the owners.
 - 6.3. On Site Manager: The On Site Manager has authority to spend up to \$600 without Board approval. In event of an emergency or disaster, the On site Manager has authority to expend whatever funds are necessary to mitigate damage and otherwise protect the common elements and or safety of the owners.

This resolution was adopted by the Board of Directors of the Windsor Hills Homeowners Association at their meeting held on June 21, 2012.

Phyllis J. Steindl
Secretary

July 2 2012
Date

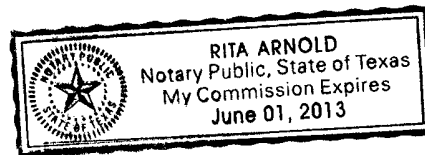
§ THE STATE OF TEXAS
§ COUNTY OF MONTGOMERY

This instrument was acknowledged before me this 21st day of June, 2012
by PHYLLIS J. STEINDL, duly authorized representative of the Windsor
Hills Homeowners Association

Rita Arnold
Notary Public in and for the State of Texas

Commission Expires: 6-1-2013

Printed Name: RITA ARNOLD



FOWLER LAW FIRM
300 W. DAVIS
STE. 510
CONROE, TX 77301

FILED FOR RECORD

07/25/2012 10:10AM

Mark Tumball

COUNTY CLERK
MONTGOMERY COUNTY, TEXAS

STATE OF TEXAS
COUNTY OF MONTGOMERY

I hereby certify this instrument was filed in file number
sequence on the date and at the time stamped herein
by me and was duly RECORDED in the Official Public
Records of Montgomery County, Texas.

07/25/2012



Mark Tumball

County Clerk
Montgomery County, Texas