

**WATERGATE AT LANDMARK CONDOMINIUM
UNIT OWNERS ASSOCIATION**

ADMINISTRATIVE RESOLUTION NO. 84

**PROCESS FOR SCHEDULING ELEMENTS
AS RESERVED GENERAL COMMON ELEMENTS**

**June 24, 1997
(Readopted)**

WHEREAS, Article III, Section 2, of the Bylaws assigns the Board of Directors with "all of the powers and duties necessary for the administration of the affairs of the Condominium" and further states that the Board "may do all such acts and things as are not by the Condominium Act or by the Bylaws directed to be exercised and done by the Unit Owners Association"; and

WHEREAS, pursuant to Article III, Section 2 of the Bylaws and Article III of the Declaration, the Board of Directors has the power to designate from time to time certain General Common Elements as "Reserved General Common Elements" and grant reserved rights to any or less than all of the unit owners and establish a reasonable charge for the care thereof; and

WHEREAS, the Board has designated the following committees responsible for providing social, arts and entertainment, recreational and youth activities for the unit owners, guests, and residents of Watergate at Landmark; and

WHEREAS, all unit owners, guests, and other residents are not only eligible but they are encouraged to participate in the activities and functions of the Social, Arts and Entertainment, Recreation and Youth Committees both in planning for activities and participating in them and, after due publication of such activities and functions in the WHEEL, Closed Circuit TV, elevators or under the door fliers and on posters located in the Community Center and in the lobbies of Buildings 1, 2, 3, and 4; and

WHEREAS, after due publication, and where appropriate, prepaid reservations are taken by the Association Activities Office, activities or functions are held and are open to all unit owners, residents and their guests on a first come, first served basis up to the limit established as reasonable and safe for the common area in which the activity or function is being held; and

NOW, THEREFORE BE IT RESOLVED that the Board under the authority granted to it in Article III, Section 2, of the Bylaws, and Article III of the Declaration does hereby designate the Bombay Lounge or other General Common Elements being used for a major function as Reserved Common Element during the hours of the function, and

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only those unit owners, residents and other guests, holding prepaid reservations, or who pay at the door when appropriate, or who wish to participate in an activity for which there is no charge and agree to abide by the rules of participation, be admitted to such area during the function in accordance with the following process:

1. Various committees meet to discuss and schedule future events (monthly).
2. Committee Chairs and Director/Assistant of the Activities Office then meet to resolve scheduling conflicts. Where conflict exists, Committee Chairs vote to break any deadlock. This, however, is not totally binding.
3. If a Committee Chair or Designee disagrees with a ruling the Committee Chair may appeal the decision directly to the Board.
4. Once the schedule has been agreed to and coordinated, the WHEEL is typed and, prior to printing, is sent to the Board President, Vice President or Board Designee of the Association for approval. It is this approval, and this approval alone, that permits the legal use of the common elements by Committees. No one in the community (including committees, the Board members or Management) can schedule the use of the common elements unilaterally without some form of Board approval. It is extremely important to note that merely informing the Activities Office that you want to schedule an event is not sufficient to accommodate the above.
5. When the President or Vice President (or the Board Designee) approves the WHEEL, he/she is acting in the name of the Board and therefore legally sanctions the use of the common elements for social, arts and entertainment, recreational, youth or business purposes.
6. If there is a short notice approval needed for an event:
 - (a) Contact the Activities Office who in turn contacts the Board President.
 - (b) The Committee Chair should contact the Activities Office to check the schedule and tentatively schedule the event. The Activities Office will Request approval of Board President, Vice President or Board Designee directly.

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Book of Minutes #199, of the Board Meeting of June 24, 1997

ATTESTED:

Dorothy Byrd
Secretary

Ann A. Deak
President

July 8, 1997
Date

July 9, 1997
Date