



**RESOLUTION FOR
THE CLUB AT WELLS POINT OWNERS ASSOCIATION, INC.
(the "Association")**

WHEREAS, the Association, desires to establish a policy for maintaining a petty cash account; and

WHEREAS, at the meeting of the Board of Directors of the Association, held on March 20th, 2013, the following resolution was adopted by vote of the Board at a meeting at which a quorum of the Directors was present and for which proper and timely notice was given to all Directors:

BE IT RESOLVED, that the Association's policy regarding maintaining a petty cash account is as follows, effective April 1, 2013:

1. Maximum Balance: \$3,000. Must have majority board approval to increase.
2. Minimum Balance: \$500
3. Official Account Signatories: President, Vice President, Treasurer
4. Permitted Debit Card Holders: President, Vice President, Treasurer, Social Committee Chair
5. Name on Cards : HOA Name and Card Holder Name
6. Use of Debit function and PIN Code assignment on Cards: Treasurer Only. Can only be used when other methods of payment are not available.
7. Authorized to Make Cash Withdrawals: Treasurer Only, with President or Vice President approval.
8. Name of Checks: Official HOA Name Only: The Club at Wells Point Owners Association, Inc.
9. Receipts: A full printed receipt must be submitted to Treasurer for all transactions within 7 days of transaction.
10. Account Reconciliation: Account must be reconciled and balanced by the Treasurer every month for each calendar month. A report that includes copies of receipts must be sent to the Board and Property Manager by the 7th day of the month.
11. Deposits: Other than the initial deposit, additional deposits will be made once the minimum balance is reached or when there are necessary purchases that exceed the current balance. The amount of the deposit should equal the amount necessary to reach the Maximum Balance, unless otherwise authorized by a majority of the board.
12. Method of Deposit: A transfer to account by Property Manager via ACH or Wire Transfer or a check issued by Property Manager to Official Signer for deposit into account.

To the extent these guidelines contradict with any previous guidelines, rules, covenants, or restrictions, these guidelines shall control. These guidelines are supplementary and are in addition to any and all other covenants, conditions, restrictions, rules, and guidelines in effect for the Association.

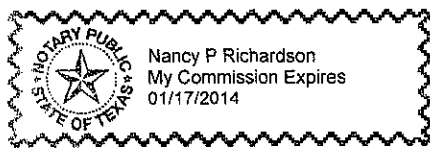
This resolution was passed by a unanimous vote of the Board of Directors of the Association on the date set forth below to be effective April 1, 2013.

Executed this the 21 day of March, 2013.

By: [Signature]
Name: Justin LeBlanc
Title: Vice President

STATE OF TEXAS)
COUNTY OF Travis)

This instrument was acknowledged before me on this the 21st day of March, 2013, by Justin LeBlanc, Vice President of and for the Association, for the purposes therein expressed.



Nancy P Richardson
Notary Public, State of Texas

AFTER RECORDING PLEASE RETURN TO:

Goodwin Management, Inc.
11149 Research Blvd., Suite100
Austin, Texas 78759

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS
Dana DeBeauvoir
May 16, 2013 09:22 AM 2013088960
SCOTTR: \$20.00
Dana DeBeauvoir, County Clerk
Travis County TEXAS