

ASSOCIATION CALENDAR

RAM

JANUARY		FEBRUARY		MARCH	
Week 1		Week 1		Week 1	
Week 2	Grounds Bids	Week 2	Budget Prep	Week 2	
Week 3	NEWSLETTER	Week 3		Week 3	Accept Grounds Bids
Week 4	BOD MEETING	Week 4		Week 4	
APRIL		MAY		JUNE	
Week 1	INSURANCE BIDS	Week 1		Week 1	BUD RAT/ANNUAL
Week 2	NEWSLETTER	Week 2	NOTICE/Mail year end financials	Week 2	
Week 3	BOD	Week 3	BOD/Insurance renewal	Week 3	
Week 4		Week 4		Week 4	
JULY		AUGUST		SEPTEMBER	
Week 1		Week 1	Grounds/Maint Contract Renewal/Bids	Week 1	MSI contract renewal
Week 2	NEWSLETTER	Week 2		Week 2	
Week 3	BOD	Week 3		Week 3	
Week 4		Week 4		Week 4	
OCTOBER		NOVEMBER		DECEMBER	
Week 1		Week 1		Week 1	
Week 2	NEWSLETTER	Week 2		Week 2	
Week 3	BOD	Week 3		Week 3	
Week 4		Week 4		Week 4	
<u>TOTAL UNITS</u>		<u>ASSESSMENTS</u>		Monthly	
	168	Duplex = \$146		Multiplex = \$108	
<u>MANAGEMENT RENEWAL</u>		<u>ANNUAL NOTICE REQUIREMENT</u>			
	Sep-04	30 days			
<u>INSURANCE RENEWAL</u>		<u>BUDGET RATIFICATION NOTICE REQUIREMENT</u>		10-50 days	
	21-May-04	30 days		majority of the units represented	
		<u>ANNUAL/ELECTION MEETING QUORUM REQUIREMENT</u>			
		May			