

POP QUIZ

Are You a Good Member of the Board?

Although often a thankless duty, serving on an association board is extremely important. If you are currently serving your community as an executive board director or officer, please take a minute to ask yourself the following questions:

1. Have I familiarized myself with NRS and NAC 116?

YES NO

2. Have I read my association's governing documents, including the declaration of CC&Rs, bylaws, rules/regulations?

YES NO

3. Do I understand my role on the board or the duties which may have been delegated to the community manager as outlined in the current management agreement?

YES NO

4. Am I familiar with all contracts to which the association is a party? Do I maintain cordial relationships with all hired vendors, when required as part of my outlined duties, to ensure continued maintenance and upkeep of the community?

YES NO

5. Have I reviewed the reserve study in order to understand which projects may be upcoming and the funding necessary?

YES NO

6. Have I reviewed the association's current financial statements and made myself aware of the current schedule of revenues and expenses for the operating and reserve account, compared to the budget for those accounts?

YES NO

7. Do I conduct business of the association appropriately, via at least a quorum of the board, at a board meeting?

YES NO

8. Do I actively participate and hold appropriate discussions during board meetings while remaining respectful of other board members and unit owners present, as well as the community manager?

YES NO

9. Do I keep specific unit owner information confidential at all times and keep association matters off of social media sites, only communicating community information through official publications?

YES NO

10. When attending violation hearings, am I fair and unbiased, willing to listen to the alleged violator and ready to apply any consequences stated in the governing documents uniformly to similar situations?

YES NO

If you answered "yes" to the questions above, then congratulations! You are well on your way to being a productive and beneficial member of your executive board and representative for your community. We ask that you be thoughtful with this position and continue to take steps towards best understanding your roles and responsibilities moving forward.