

COMPARISON CHART

	Poorly Functioning Board	Functioning Board	Highly Functioning Board
Meetings	Held Sporadically, Improper Notice, Prevents or Severely Limits Owner Participation	Held Regularly with Proper Notice, Owner Participation is permitted (but not necessarily encouraged) as required by Statute	Held Regularly with Proper Notice; Board Rule in Place Regarding Owner Participation
Owner Requests to Inspect Documents/Written Inquiries	Ignored	Granted but often beyond statutory deadline	Granted on time and pursuant to Board Rule regarding Inspections and Inquiries
Reserves	Board approves budget without statutory reserves and without a membership vote; Uses Reserve Funds for other purposes without membership vote	Board approves budget with full statutory reserves subject to membership vote to waive or partially fund; Board obtains membership vote prior to using reserve funds for non-specified purposes.	In addition to properly implementing, maintaining and using reserve funds, routine reserve studies are done to ensure that the estimated remaining useful life and reserve funds needed remain accurate.
Contracts	No competitive bids obtained if needed, not reviewed by counsel, may contain clauses injurious to the association such as automatic renewal clauses	Competitive bids obtained and contracts reviewed, Proof that contractor is insured and licensed is obtained	Competitive bids obtained, contracts reviewed and modified by counsel to include protective language such as requirement for payment/performance bond, background search on licensed, insured contractor/vendor
Commons Areas	Not properly maintained, repaired, replaced and insured	Properly maintained, repaired, replaced and insured but not always improved over time	Properly maintained, repaired, replaced and insured with long-term planning for improvement projects and straw votes of membership to support such projects
Governing Documents	Not maintained in proper order, no idea what, if any, amendments have been passed over time, may be using an unrecorded set of documents	Older documents which are in order but have not been updated	Documents maintained in useful order and possibly rewritten or integrated over time to include all amendments in to one revised document