

**Matthew Frank Condominium Association
Resolution (Administrative) 2019-004
Notification Process to Owners and Residents**

WHEREAS, Matthew Frank Condominium Association Board of Directors, according to the Declaration and By-Laws, has the authority to make and enforce reasonable rules governing the properties, in addition to, further defining or limiting, and where specifically authorized hereunder, creating exceptions to those covenants and restrictions set for in this Declaration. Such rules shall be binding upon all Owners upon receipt. Notice shall be given to owners 30 days prior to effective date; and

WHEREAS, the Board of Directors has discretion under ORS 100.423 to provide any notice, information or other written material required to be given to a unit owner via electronic mail or other form of electronic communication; and

WHEREAS, the Board of Directors believes it will be efficient and cost-effective to provide notices via electronic means, including e-mail,

NOW BE IT THEREFORE RESOLVED that Association notifications will now be distributed through the community web portal located at www.ams-nw.com, and to the e-mail addresses provided to AMS by the owners.

Examples of notifications that will be transmitted electronically include, but are not limited to: meeting notices, year end financials, reserve study updates, ballots, and audit results.

The Board of Directors will not use electronic notification for the following: 1) notice of failure to pay an assessment; 2) notice of foreclosure of an association lien; 3) notice of an action against a unit owner; or 4) an offer to use the dispute resolution process required by the governing documents.

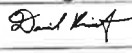
Owners may "opt out" of the e-mail notification by submitting the attached form to AMS NW no later than October 30, 2019, or by logging onto the community web portal and selecting the preferred form of communication. Owners who have requested to "opt out" will have notifications mailed via regular mail. Owners who do not "opt out" and who do not have an e-mail on file with the Association will have notifications mailed via regular mail.

If an owner does not "opt out" by submitting the attached form or through the community website, notifications from the Association will be distributed solely through the web portal to owners with e-mails on file.

It is the responsibility of the owners to provide updated e-mail information to AMS NW for the Association in a timely manner. This can be updated directly by the owners through the web portal.

ATTEST:

Print Daniel Knighten

Signature , President

Matthew Frank Condominium Association

Print Linda G Field

Signature , Secretary

Matthew Frank Condominium Association

Oct 14, 2019

Date