

**UNANIMOUS WRITTEN CONSENT  
OF BOARD OF DIRECTORS OF  
COFFEE CREEK CONDOMINIUM ASSOCIATION**

WHEREAS, it is deemed desirable and in the best interests of this Association that the following actions be taken by the Directors of Coffee Creek Condominium Association pursuant to this Unanimous Written Consent:

NOW, THEREFORE, BE IT RESOLVED that, pursuant to applicable law, the undersigned, being all of the Directors of Coffee Creek Condominium Association, hereby consent to, approve, and adopt the following:

**RESOLVED**, that Insurance for Coffee Creek Condominium Association be renewed for the period 01/01/2022 – 01/01/2023 at a cost of \$53,153 which is a 6.5% more than the 2021 Policy cost of \$49,919.

RESOLVED, that this written consent shall have the same force and effect as a formal Board of Directors meeting for all purposes.

RESOLVED FURTHER, that the officers of Coffee Creek Condominium Association be, and each individually is, hereby authorized to do and perform any and all such acts, including execution of any and all documents and certificates, as said officers shall deem necessary or advisable, to carry out the purposes of the foregoing resolutions.

RESOLVED FURTHER, that any actions taken by such officers prior to the date of the foregoing resolutions adopted hereby that are within the authority conferred thereby are hereby ratified, confirmed, and approved as the acts and deeds of this corporation.

Approved by e-mail December 14, 2021  
Linda O'Brien, President (Date)

Approved by e-mail December 14, 2021  
Paul Lineberry, Vice-President (Date)

Approved by e-mail December 14, 2021  
Terry Shupe, Secretary (Date)

Approved by e-mail December 14, 2021  
Jennifer Barnes, Treasurer (Date)

Approved by e-mail December 14, 2021  
Scott Crabtree, Director (Date)

Approved by e-mail December 14, 2021  
Paul Schmeil, Director (Date)

Approved by e-mail December 13, 2021  
Carl Peterson, Director (Date)

**DATED** to be effective on December 14, 2021

The undersigned, Terry Shupe, Secretary of the Board of Directors, Coffee Creek Condominiums does hereby, certify:  
FIRST: I am the duly elected as Secretary and am qualified to act for the Association and have custody of the corporate records and minutes. SECOND: That the above resolution which PASSED via UNANIMOUS WRITTEN CONSENT of the Board of Directors of the Association effective as of December 14, 2021; and that said resolution is still in full force and effect and has not been rescinded.  
IN WITNESS WHEREOF, I have hereupon set my hand this 14th day of December 2021.

Signature on File

By: Terry Shupe, Secretary

This Unanimous Written Consent shall be filed in the Coffee Creek's Minute Book and become a part of the records of Coffee Creek Condominium Association.