

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF  
THE CIRCLE OAKS HOMES ASSOCIATION**

**A California Corporation**

**We, the undersigned, all being Directors of the Circle Oaks Homes Association, a California Corporation, having discussed the business herein set forth, and:**

**WHEREAS**, The legal requirements associated with CPA Annual Reviews have become more demanding,

**AND WHEREAS**, The COHA CPA in performing the 2015 year-end annual review has conducted an analysis of old bad debts, herein suggests that the Association increase its "Allowance for Doubtful Accounts" to \$16,500, effective 12/31/2015.

**It is RESOLVED**, that the Association authorizes and directs its Association Manager to increase the "Allowance for Doubtful Accounts" to \$16,500 effective 12/31/2015.

This resolution was adopted by the board of directors at an open meeting on:

**Dated: March 8, 2016**

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**Katie Maxim, President**

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**Brian Witbracht, Vice President**

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**Nancy Lewis-Helotes, Secretary & Treasurer**

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**Scott St. Aubin, Director**

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**Jeffrey Roberts, Director**