

Award Presentation Motion Resolution Worksheet

Date: March 13, 2019

Suggested Motion:

"I move to approve to give an "Outstanding Service Award," to _____".
2nd:

Suggested Motion:

"I move to approve to give a "Volunteer of the Year Award," to _____".
2nd:

Vote:

	In Favor	Opposed	Abstained	Absent
Scott Buchanan				
Dan Courtney				
Susan Cox				
Anna Fernezian				
James Konkel				
Rich Moha				
Kathy Schramek				
Nicholas Soto				
Robin Woods				

**PARKFAIRFAX CONDOMINIUM UNIT OWNERS ASSOCIATION
ADMINISTRATIVE RESOLUTION NUMBER SEVENTEEN
AWARDS
RELATING TO SELECTION AND PRESENTATION OF AWARDS**

WHEREAS, Article III, Section Two of the Parkfairfax Condominium Unit Owners Association Bylaws assigns the Board of Directors with " . . . all of the powers and duties necessary for the administration of the affairs of the Unit Owners Association," and further states that the Board of Directors " . . . may do all such acts and things as are not by the Condominium Act, the Declaration or by these Bylaws required to be exercised and done by the Unit Owners Association"; **AND**

WHEREAS, the Board of Directors wishes to create certain awards to recognize services performed which benefit the Unit Owners of Parkfairfax; **AND**

WHEREAS, the Board of Directors wishes to establish the methods to select individuals or organizations worthy of receipt of such awards;

THEREFORE, BE IT RESOLVED THAT the Board of Directors establishes the following awards and the methods for selection of recipients for each award.

GENERAL CONDITIONS

1. The Board of Directors shall from time to time create awards as it deems necessary to recognize special services performed on behalf of The Association. Such awards shall be named in this resolution along with the reasons for their creation and the methods to be used in selecting recipients. Except for the Parkfairfax Citizens Association Outstanding Service Award, the Board of Directors may delete any award from this resolution.
2. The Board of Directors shall select one or more persons to receive an award. Names of prospective recipients may be submitted by members of the Board of Directors, any of the Standing Committees or the Managing Agent.
3. Funding for each award, except the Parkfairfax Citizens Association Outstanding Service Award, shall be through the general operating funds. There shall be a line item in the annual budget containing funds sufficient to allow for production and presentation of each award named in this resolution.
4. A name plate plaque for each award shall be maintained at The Association office enumerating the recipients of each award
5. Each award shall have a presentation certificate or plaque. The Board of Directors shall approve the style and formatting of each award certificate or plaque and samples of each shall be attached as exhibits to this resolution.

THE AWARDS

PARKFAIRFAX CITIZENS ASSOCIATION OUTSTANDING SERVICE AWARD

The Parkfairfax Citizens Association represented the interests of residents of Parkfairfax from its inception in 1967 through 1979. The Citizens Association was funded strictly by individual donations received from Parkfairfax residents. When Parkfairfax became a condominium in July 1979, the Citizens Association ceased activity and turned over funds remaining in its account with the understanding and the guarantee that such funds remaining would be used strictly to finance a special award. By agreement, the award was to be given from time to time to a person who had performed a special or outstanding service directly affecting or on behalf of the owners and residents of Parkfairfax. By agreement the funds were to be kept in a separate account and not used to finance any program other than the special award. The original resolution setting forth the agreement on use of funds and the process of selection for the special award was adopted in 1983. Since, its inception four individuals have received this special award as of January 1999.

Recognizing the resolution on this award was outdated and the selection methods put forth in the original resolution are impossible to perform given changes to the organization and structure of the Association, the Board of Directors approves the following revisions as of January 1999.

THE AWARD

The Parkfairfax Citizens Association Outstanding Service Award shall be the premier award presented on behalf of the Parkfairfax Unit Owners Association.

RECIPIENT

The Award may be given to any person who has performed a special or outstanding service which directly affects or is done on behalf of the owners and residents of Parkfairfax. The recipient does **not** have to be a resident or owner of Parkfairfax.

PRESENTATION

The Award shall be presented only at the Annual Meeting of the Parkfairfax Unit Owners Association and shall consist of a plaque inscribed with "Parkfairfax Citizens Association Outstanding Service Award" and the name of the recipient. More than one person in any year may receive the award, however the award need not be presented in each year.

THE EDWARD PRESTON FOUNDERS AWARD

THE AWARD

Created in 1998, the Founders Award was renamed in honor of Edward Preston who was the first recipient. Mr. Preston exemplified continuous outstanding service by an individual, performed over many years on behalf of The Association.

RECIPIENT

The Award may be given to any person who has performed long term service directly affecting or on behalf of the owners and residents of Parkfairfax. The recipient must be an owner or resident of Parkfairfax for at least ten years and have performed services for The Association throughout that time.

PRESENTATION

The Award shall be presented only at the Annual Meeting of the Parkfairfax Unit Owners Association and shall consist of a plaque inscribed with "The Edward Preston Founders Award" and the name of the recipient. More than one person in any year may receive the award, however the award need not be presented in each year.

VOLUNTEER OF THE YEAR AWARD

THE AWARD

Created in 1980 the Volunteer of the Year Award has been presented annually.

RECIPIENT

The Award may be given to any person who has performed a single or long term service directly affecting or on behalf of the owners and residents of Parkfairfax. The recipient must be an owner or resident of Parkfairfax.

PRESENTATION

The Award shall be presented yearly only at the Annual Meeting of the Parkfairfax Unit Owners Association and shall consist of a framed certificate inscribed with "Volunteer of the Year Award" and the name of the recipient. More than one person in any year may receive the award.

SPECIAL AWARDS

The Board of Directors may approve the presentation of a Special Award at any time and for any single or long term service performed on behalf of The Association or for any other reason. A Special Award may be given to any person at any time, whether or not that person is an owner or resident of Parkfairfax. A name plate plaque shall be maintained at The Association office enumerating Special Awards and the names of each recipient.