

Limit Meetings Manager Must Attend

MEETINGS

- a. **Number of Meetings:** *The manager or other representative of [insert name of management co.], collectively, the "Manager," shall attend five (5) Board and/or membership meetings per year, which includes the annual meeting of the members.*
- b. **Meeting Times:** *All meetings that require the Manager's attendance must be held between Monday and Thursday and must begin no later than 5:30 PM The only exception to this is the annual meeting of members, which shall begin no later than 7:00 PM.*
- c. **Duration of Meetings:** *All meetings that require the Manager's attendance, including the annual meeting of members, shall last no longer than two (2) hours each.*
- d. **Hourly Fee for Meetings Outside the Parameters of this Contract:** *The Association agrees to pay an additional fee of \$[insert amount] per hour to [insert name of management co.] should any of the following occur:*
 - (i) *An additional meeting requiring the Manager's attendance is held in excess of the five (5) meetings provided for herein;*
 - (ii) *A meeting requiring the Manager's attendance begins at any time after 5:30 p.m., other than the annual meeting of members;*
 - (iii) *A meeting requiring the Manager's attendance is held on a day other than Monday through Thursday, including the annual meeting of members; or*
 - (iv) *A meeting requiring the Manager's attendance exceeds two (2) hours in duration, including the annual meeting of members.*