

Management Services/Practices Defined By State

Colorado

- In interactions with members or nonmembers of the common interest community, acting with the authority of the common interest community with respect to its business, legal, financial or other transactions
- Executing the resolutions and decisions of the executive board
- Enforcing the rights of the common interest community secured by statute, contract, covenant, rule, or bylaw
- Administering or coordinating maintenance of property and facilities of the common interest community
- Administering applications for architectural review
- Arranging conducting or coordinating meetings of the common interest community's membership or executive board
- Maintaining the common interest community's records pursuant to its governing documents and applicable provisions of the CCIOA
- Administering, or otherwise exercising control of a common interest community's funds, including the administration of a reserve program for the major repair or replacement of capital assets

Statutory Reference: Colorado HB13-1277

Connecticut

- Collecting, controlling, or disbursing funds of the association or having authority to do so
- Preparing budgets or other financial documents for the association
- Assisting in the conduct of or conducting association meetings
- Advising or assisting the association in obtaining insurance
- Advising the association in the overall operations of the association

Statutory Reference: 400-20-450

Florida

- Practices requiring substantial specialized knowledge, judgment, and managerial skill when done for remuneration
- Controlling or disbursing funds of a community association
- Preparing budgets or other financial documents for a community association
- Assisting in the noticing or conduct of community association meetings
- Coordinating maintenance for the residential development and other day-to-day services involved with the operation of a community association

Statutory Reference: 468.431

Georgia

- Including, but not limited to, collecting, controlling, or disbursing the funds; obtaining insurance, arranging for and coordinating maintenance to the association property; and otherwise overseeing the day-to-day operations of the association

Statutory Reference: 43-40-1

Illinois

- Collecting, controlling or disbursing funds of the community association or having the authority to do so
- Preparing budgets or other financial documents for the community association
- Assisting in the conduct of community association meetings

- Maintaining association records
- Administrating association contracts, as stated in the declaration, bylaws, proprietary lease, declaration of covenants, or other governing document of the community association

Statutory Reference: 225 ILCS 427/10

Nevada

- Provides for or otherwise engages in the physical, administrative or financial maintenance and management of a common-interest community, or the supervision of those activities, for a fee, commission or other valuable consideration

Statutory Reference: NRS 116A.010

Virginia

- Acts with the authority of an association in its business, legal, financial, or other transactions with association members and nonmembers
- Executes the resolutions and decisions of an association or, with the authority of the association, enforcing the rights of the association secured by statute, contract, covenant, rule, or bylaw
- Collects, disburses, or otherwise exercises dominion or control over money or other property belonging to an association
- Prepares budgets, financial statements, or other financial reports for an association
- Arranges, conducts, or coordinates meetings of an association or the governing body of an association
- Negotiates contracts or otherwise coordinating or arranging for services or the purchase of property and goods for or on behalf of an association
- Offers or solicits to perform any of the aforesaid acts or services on behalf of an association

Statutory Reference: 54.1-2345