

Board of Directors

Board Meeting: June 2, 2011

Via conference call

ACTION: Resolution 6.2.11/C

RESOLUTION C: Operating Reserve Fund Policy 2011

The Board of Directors adopts the following policy to build a reserve fund:

Three percent (3%) of all income (including interest income) will be allocated to an operating reserve fund. As Carpe Diem West no longer sponsors projects, there will no longer be funds dedicated to specific projects - all income will be allocated to the general operating reserve.

The Board must approve any use of the reserve funds.

Once the fund reaches 10% of the current year operating budget, the Board will re-visit this reserve fund policy.

Approved by:

Johanna Wald

Carpe Diem West Board Secretary

Date: