



**NEW MARK COMMONS  
HOMES ASSOCIATION, INC.**  
C/O ABARIS REALTY INC.  
7811 MONTROSE RD STE 110  
POTOMAC MD 20854-3349  
301-468-8919  
[www.newmarkcommons.org](http://www.newmarkcommons.org)

January 16, 2023

Dear New Mark Commons Homeowners,

As all homeowners were previously notified, The Board of Directors met on January 5, 2023 at which time they reviewed and discussed the new Association Notice Policy which was previously distributed to all homeowners. The Board voted to adopt the new Policy with no changes and the final Association Notice Policy is enclosed for your records. If you are interested in opting in to receive future communications via email, please complete the form that accompanies the new Policy and submit it to Abaris Realty so that we may update our records accordingly.

On behalf of the Board, I thank you for your attention to this matter.

Sincerely,

A handwritten signature in cursive script that reads "Shireen Ambush".

Shireen Ambush, PCAM, CPM  
Property Manager

**THE NEW MARK COMMONS HOMES ASSOCIATION, INC.**

**ASSOCIATION NOTICE POLICY**

**WHEREAS**, The New Mark Commons Homes Association, Inc. (“Association”) is required by its governing documents and/or Maryland law to send certain notices and information to its Members;

**WHEREAS**, Section 11B-113.1 of the Maryland Homeowners Association Act (“Act”) states that notwithstanding language contained in the Association’s governing documents, the Board of Directors may provide notice of meetings and deliver other information by electronic transmission to those Members who provide their written authorization to receive such notices and information by electronic transmission;

**WHEREAS**, the Board of Directors has determined that currently available technology makes electronic transmission of notices and other information to Members the most cost-effective method; and,

**WHEREAS**, the Board of Directors deems it in the best interest of the Association and its Members to authorize the use of electronic transmission as a means to provide notice of meetings and other information to Members.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Directors duly adopts the following resolution:

- I. The Association may provide electronic notice of all meetings and other information to those Members who provide their written authorization to receive such notices and information by electronic transmission.
- II. Members may authorize electronic delivery by giving notice in writing to the Association’s management company.
- III. Members who authorize electronic delivery assume full responsibility for notifying the Association of any change in e-mail address.

The following resolution was approved by the Board of Directors this 5<sup>th</sup> day of January, 2023 and is effective immediately upon adoption.

ATTEST:   
\_\_\_\_\_  
Kathleen Moran, President

**THE NEW MARK COMMONS HOMES ASSOCIATION, INC.**

**ELECTRONIC NOTICE AUTHORIZATION FORM**

I/We, the owner(s) of the below Lot within New Mark Commons, hereby authorize The New Mark Commons Homes Association, Inc. (“Association”) to deliver notices and other community information to me/us via electronic transmission for all matters which I/we am/are entitled to receive notice or communication of pursuant to the Association’s governing documents and/or Maryland law.

I/we hereby direct that all notices be sent to the following email addresses(s):

\_\_\_\_\_ ;  
\_\_\_\_\_ ; and/or  
\_\_\_\_\_ .

I/We understand that by electing to receive notice and other information via electronic transmission that I/we may not receive future notices via regular mail. If any of the above email addresses change, it is my/our responsibility to provide the new addresses to the Association’s Secretary and/or management agent. (Notices do not include payment coupons).

\_\_\_\_\_ Address

\_\_\_\_\_ Print Name

\_\_\_\_\_ Date

\_\_\_\_\_ Homeowner’s Signature

Please return this form as an attachment to an e-mail to: Shireen Ambush, Community Association Manager, at [sambush@abarisrealty.com](mailto:sambush@abarisrealty.com), and please place in the subject of the e-mail “The New Mark Commons Homes Association e-notice authorization”.

You may also return this form via regular mail to:

The New Mark Commons Homes Association, Inc.  
c/o Abaris Realty, Inc.  
7811 Montrose Road, Suite 110  
Potomac, Maryland 20854