



Community Association Managers (CAMs) are the professional backbone of the communities they serve, providing the skills and expertise that are essential to the successful management of associations.

CAI provides the opportunity to learn from your peers, share your own expertise and access tools, resources and information that can make you a more effective and respected manager. CAI membership for individual managers is only \$132 a year - a bargain by any measure.

Here's what you get when you join CAI as a community association manager:

- o **Save \$24.95** - A one year subscription to Connecticut's *Common Interest* magazine.
- o Discounts on all events and education courses...
  - o **Save \$100** on the M100 course and future PMDP Courses
  - o **Save \$25** on CAM Education
  - o **Save \$25** on our Legal and Legislative Symposium - be informed on recent changes to Condo Law in CT.
  - o **Save \$15** on our Annual Conference & Expo.
- o *Common Ground*, CAI's award-winning magazine.
- o Online webinars on critical association issues.
- o Members-only website content, including an extensive research library.
- o 40% member discounts on more than 100 books about Condo/HOA governance, management and operations.
- o *Community Manager*, CAI's award-winning, four-color, bimonthly newsletter details news, strategies and trends specifically for community managers and management company executives.



BEST PRACTICES AND CAREER STRATEGIES FOR COMMUNITY ASSOCIATION MANAGERS  
**COMMUNITYMANAGER**  
NOVEMBER | DECEMBER 2015



**Linchpin**

The manager is an essential link between a community's property values and the association's architectural review process.

BY JULIE WARREN

**A** community's curb appeal requires a specific plan—one that includes property reviews and consistently updated design guidelines that regulate signage, landscaping, landscaping, common areas, infrastructure and individual residences. Each appeal also depends on a diligent, observant manager to enforce the rules and enforce the community to prevent its high standards. Otherwise, property values in the community could decline.

An aware manager also can serve as an unbiased review committee (ARC) member—and sometimes homeowner—making hours of research and decisions.

**MANAGER'S ROLE**  
A community's original developer usually drafts the architectural guidelines, and subsequent boards often expand or revise these over time. But once the guidelines have been written and approved by the association, it's the manager's role to implement them.

"The community manager's role is crucial," says Virginia Cooper, executive manager of The Island Community Association, a homeowners' community in Gilbert, Ariz., that includes 2,000 single-family homes, a residential apartment complex and some commercial parcels.

Cooper serves as "community"

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## BENEFITS OF CAI MEMBERSHIP

CAI members have access to information in this rapidly changing industry with practical knowledge and insights from leaders in the field, best practices, research and tools you can use every day. We provide information, resources and education programs to help you keep current on the latest news, laws and issues affecting community associations, condominiums and cooperatives, and the homeowners who call them home. Visit <https://www.caionline.org/JoinNow/Pages/Benefits-of-Membership.aspx> to learn more.

	<b>Community Manager</b>	<b>Homeowner Leader</b>	<b>Business Partner</b>
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<a href="#">Common Interest Magazine</a> Subscription Including online access to back issues	<b>X</b>	<b>X</b>	<b>X</b>
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<a href="#">Member Discount Programs</a>	<b>X</b>	<b>X</b>	<b>X</b>
Dues	Manager: \$132 Management Company: \$430	Individual: \$120 Boards of 2+: \$210+ (depends on board size)	\$590

# CAI Manager Membership Application



Joining CAI is easy. Simply follow the steps below. Please print clearly.

» OR join online and start receiving your benefits today! [www.caionline.org/join](http://www.caionline.org/join)

## STEP 1: Membership Contact Information

Membership materials will be sent to this address.

Once your application is processed, you can supply an alternate/secondary address via your online profile.

DATE \_\_\_\_\_

MR.  MRS.  MS.  DR. LEGAL FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_ SUFFIX \_\_\_\_\_

NICKNAME \_\_\_\_\_ TITLE \_\_\_\_\_ BUSINESS ACRONYM \_\_\_\_\_

BUSINESS/ORGANIZATION (SPELL OUT COMPLETELY) \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

STATE/PROVINCE \_\_\_\_\_ POSTAL CODE \_\_\_\_\_ COUNTRY \_\_\_\_\_

BUSINESS PHONE \_\_\_\_\_ DIRECT PHONE \_\_\_\_\_

MOBILE PHONE \_\_\_\_\_ HOME PHONE \_\_\_\_\_

BUSINESS FAX \_\_\_\_\_ EMAIL \_\_\_\_\_

BUSINESS WEBSITE \_\_\_\_\_

Did someone recommend that you join CAI? Please give name and organization. \_\_\_\_\_

Privacy Option (visit [www.caionline.org/about/privacy](http://www.caionline.org/about/privacy) to review full policy):

I do not wish my name and/or address information to be provided to any outside organizations for promotional purposes.

## STEP 2: Calculate Your Member Dues

Membership Fee	\$112
Advocacy Support Fee	\$20
<b>Total Membership Dues</b>	<b>\$132</b>
Foundation Donation (optional)	\$10
<b>Total Dues including Foundation Donation</b>	<b>\$142</b>

Every dollar of the mandatory \$20 Advocacy Support Fee goes directly to states with Legislative Action Committees and supports the efforts of CAI to represent and protect our members on state legislative and regulatory issues.

The Foundation for Community Association Research operates on behalf of the industry and conducts surveys and research, provides national programming, and produces a variety of publications including the series of Best Practices reports. Donations to the Foundation are tax deductible.

## STEP 3: Membership Payment—U.S. Dollars Only

TOTAL MEMBER DUES: \$ \_\_\_\_\_ *Membership dues are non-refundable.*

Check enclosed (made payable to CAI)  Visa  MasterCard  American Express  Discover

NAME ON CARD \_\_\_\_\_ SIGNATURE \_\_\_\_\_

BILLING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

STATE \_\_\_\_\_ POSTAL CODE \_\_\_\_\_ COUNTRY \_\_\_\_\_

CARD NO. \_\_\_\_\_ EXP DATE \_\_\_\_\_

**STEP 4: Choose Your Chapter.** Membership in a local chapter is included in your membership. For a complete chapter list visit [www.caionline.org/chapters/find](http://www.caionline.org/chapters/find). If you don't choose a chapter one will be assigned for you based on your zip code.

CHAPTER CHOICE \_\_\_\_\_

## STEP 6: Submit your application and payment.

**PHONE:** (888) 224-4321 (credit cards only)

**ONLINE:** [www.caionline.org/join](http://www.caionline.org/join) (credit cards only)—start enjoying your benefits today!

**MAIL:** CAI, P.O. Box 34793, Alexandria, VA 22334-0793

**FAX:** (240) 524-2424 (credit cards only)

**IMPORTANT TAX INFORMATION:** Under the provisions of section 1070(a) of the Revenue Act passed by Congress in 12/87, please note that gifts to CAI are not tax-deductible as charitable contributions for federal income tax purposes. However, they may be deductible as ordinary and necessary business expenses subject to restrictions imposed as a result of association lobbying activities. CAI estimates that the non-deductible portion of your dues is 17%. Visit [www.caionline.org/advocacydisclosure](http://www.caionline.org/advocacydisclosure) for state exceptions that may apply to you. For specific guidelines concerning your particular tax situation, consult a tax professional. CAI's Federal ID number is 23-7392984. \$39 of annual membership dues is for your non-refundable subscription to *Common Ground*™.

*Membership rates are guaranteed through December 31, 2016*