

BUT WAIT, THERE'S MORE...you also get:

## INNOVIA<sup>®</sup>

- ▶ Access to the savings and advantages of our co-operative buying service. MMI is backed by the power of a community management cooperative that collectively manages more than 800,000 units. We pass along savings to our communities and homeowners.

More than just a buying service, this co-op offers you the advantages of a big box management company while still being managed by a locally-owned and operated firm.



- ▶ Access to our maintenance team. MMI's sister company, Market Ready, Inc., is a licensed home improvement / maintenance company providing routine maintenance services to our associations and our residents at discounted labor rates.

### WHAT DOES IT COST?

Call today or visit our website to request a customized price for your association.



AccessMMI.com  
301-220-1850



MMI is an Accredited Association Management Company<sup>®</sup> meaning we have demonstrated a commitment to excellence through manager training, supervision and that we have experience in a wide range of community management areas. The AAMC<sup>®</sup> designation is issued by the Community Associations Institute.

## FINANCIAL MANAGEMENT

### FOR COMMUNITY ASSOCIATIONS

### AND INTRODUCING



### FOR SELF-MANAGED ASSOCIATIONS

### SIZE REALLY DOES NOT MATTER...

Whether small or large, your association needs to make the best use of the free volunteer resources and on-site staff you have within your community.

#### Smaller Communities

MMI financial management delivers the same accounting functionality received by our full-service communities at a fraction of the full-serve price.

#### Larger Communities

Maybe you feel your active board—even an on-site manager—is best focused on your facilities where you can make the most difference. Maybe none of them are accountants and you don't want to purchase expensive software.

Our objective is to deliver impeccable financial management, and, where applicable, provide you online access to self-management tools that can make your management tasks and communications with residents so much easier! And all at a fraction of the cost of full-service management.

## FINANCIAL MANAGEMENT

What do you get?



- ▶ Whether your residents pay by check or electronically, payments are posted daily and deposited to your dedicated operating account.
- ▶ Monthly reports, including balance sheet, income statement, budget comparison, disbursement register, delinquency report, copies of invoices, bank statements and reconciliation reports, all delivered by the 15<sup>th</sup> to a secure online portal with board-restricted access.
- ▶ Online approval of invoices with approval criteria you set. Once approved, payments are issued to vendors either electronically or by digitally-signed check. Board approvers can view the invoice, the GL code and bank account before payment is issued.
- ▶ Collections managed in conjunction with your attorney with MMI monitoring action taken or not taken and a concise, case-by-case report included with your financials. Late fees are applied and late notices are issued by MMI. The board and your attorney will have access to payment histories online.
- ▶ Audit & tax support provided to your CPA either in our office or electronically. We will issue vendor 1099s and manage the filing of personal property returns, county registrations and tax returns.
- ▶ We will process property transfers, bankruptcies.
- ▶ A secure, online portal where your members can view their statements in real-time on computer, phone or tablet, and make online payments by automatic ACH payment, e-check or credit card (credit card fees apply).

## U-MANAGE

What do you get?

All the financial management services and options, **PLUS** the power of our robust management software to help with all your administrative needs.



With our U-Manage program, you or your staff will manage the portal. We can turn functions on or off to suit your needs—there is no cost to add functions.

Some of the administrative functions you will have available include:

- ▶ Templated board meeting agendas and minutes
- ▶ Documents storage
- ▶ Managing maintenance requests
- ▶ Conducting covenants inspections and issuing violation notices
- ▶ Managing the architectural change request process
- ▶ Issuing mass communications to your residents via U.S. Mail, email, pop-up messages or texts.
- ▶ Managing clubhouse rental schedules
- ▶ An MMI coordinator to help with questions and training for your Board and homeowners.

When these functions are activated, your residents will enjoy added convenience as well as open and interactive communications with your board, which leads to trust, confidence and, ultimately, a more engaged community.

What else do you get?

Certain a la carte services and hourly consulting are made available for a fee to our U-Manage clients. These include:

- ▶ Issuance of resale disclosures, lender questionnaires and payoff requests
- ▶ Annual meeting administration
- ▶ Budget assistance
- ▶ Credit reporting
- ▶ Covenants enforcement
- ▶ Project management
- ▶ Insurance claims management

