

CMCA EXAM / CMCA EXAM 180 QUESTIONS AND VERIFIED ANSWERS LATEST 2023/2024 | RATED A+

1. Why are special membership meetings held? - ANSWER- To conduct specific business
2. Executive sessions should typically be used for discussing which of the following issues: - ANSWER- Member's delinquency
3. Which of the following is a duty of a manager attending a board meeting? - ANSWER- Be the time keeper.
4. If the governing documents and laws present conflicting notice periods, follow: - ANSWER- State laws.
5. If an owner fails to receive notice of a meeting, the association is not responsible if the owner: - ANSWER- Did not notify the association of their current address.
6. Board meeting minutes should include which of the following: - ANSWER- Exact wording of each motion.
7. If a proxy vote needs to be approved, the best option for an approver would be: - ANSWER- The secretary.
8. Where would a manager find guidelines regarding the association's responsibility for maintaining physical assets? - ANSWER- Board resolutions.
9. The primary management control tool for identifying whether the association needs to maintain a particular property element is: - ANSWER- Maintenance responsibility chart.
10. To determine which physical assets must be maintained by the association, the manager should: - ANSWER- Review the association governing documents.

11. Which of the following is a common management control for ensuring maintenance work is performed in a timely manner? - ANSWER- A work **order/response form.**
12. When monitoring maintenance of an association's swimming pool, which of the following should be entered into a permanent log at regular intervals? - ANSWER- **Chlorine level readings.**
13. Which of the following is an example of an association control system? -
ANSWER- Frequent neighborhood inspections.
14. A work order: - ANSWER- **Assigns maintenance tasks.**
15. Which type of maintenance should be managed with a routine maintenance contract? - ANSWER- **Cutting the grass**
16. Which method is the best alternative to increasing assessments? - ANSWER- **Increasing income by charging higher user fees.**
17. When the Board reviews the proposed budget for approval, what should it consider? - ANSWER- **The financial position of the association**
18. What is the primary source of requirements when developing the association's annual maintenance budget? - ANSWER- **Governing documents.**
19. When an association contracts out all of its service and has no employees, it is a best business practice to: - ANSWER- **Negotiate contracts within the bidding process.**
20. Directors and officers **liability insurance** is designed to cover claims resulting from: - ANSWER- **Wrongful acts of employees of the association.**
21. A component of building ordinance insurance coverage includes: - ANSWER- **Extra demolition.**
22. Which of the following types of insurance coverage is one of limited value to a community association? - ANSWER- **Assessment fee receivable**
23. What section of an insurance policy describes the coverage limits, deductibles, policy period, and premium? - ANSWER- Declaration page **(s).**

24. To provide for payment of the insurance deductible, you would: - ANSWER- Allow for costs in the operating budget.
25. Liability claims should be sent to the insurer: - ANSWER- Without admitting negligence.
26. What does "Co-Insurance" obligate the Association to do? - ANSWER- Maintain certain limits of insurance.
27. Legal review prior to executing a contract will assist the association in the event that: - ANSWER- The board has questions or concerns.
28. In older condominiums, an association should have what type of contract covering mechanical equipment? - ANSWER- Preventive maintenance.
29. Rather than describing the scope of work in detail in the contract, a manager may: - ANSWER- Attach bid specifications.
30. Alternative dispute resolution includes which of the following methods? - ANSWER- Mediation.
31. Employment contracts need not include: - ANSWER- Interests.
32. In terms of compensation, a contract should state: - ANSWER- When and on what terms payment(s) will be made.
33. Preparing a bid request includes which of the following? - ANSWER- Identifying potential contractors.
34. For which project would a board most likely want to use a consultant to help develop bid specifications? - ANSWER- Repairing and/or replacing all roofs.
35. In what type of a contract would a waiver of lien be recommended? - ANSWER- Re-roofing the buildings.
36. When a dispute is mediated, an uninvolved third party facilitates discussion and: - ANSWER- Assists both parties in reaching a mutually acceptable agreement.