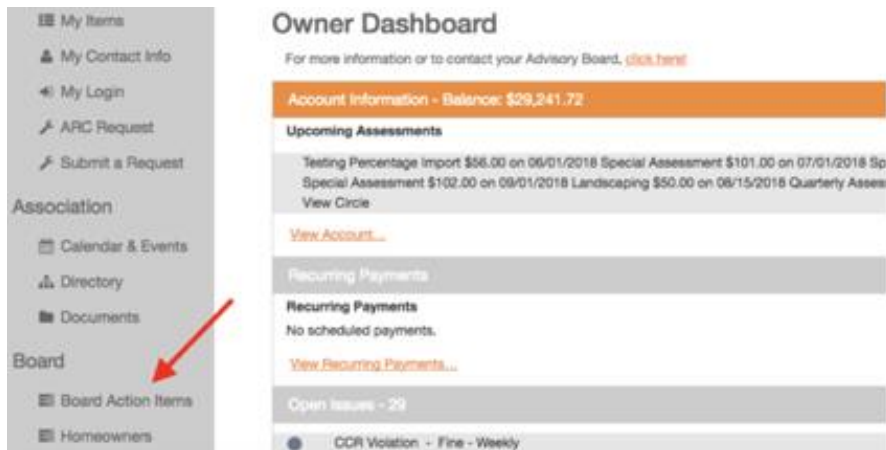


Invoices

Board members are able to review approved invoices through the Board Action Items page in the [Owner's Portal](#). They can also manage all invoice tasks assigned to them, view messages and the General Ledger (GL) code as well as previous invoices from vendors.

Instructions

1. Log in to the [owner's portal](#) and notice the Board > Action Items Page available at the bottom left.



The screenshot displays the 'Owner Dashboard' interface. On the left is a vertical navigation menu with the following items: 'My Items', 'My Contact Info', 'My Login', 'ARC Request', 'Submit a Request', 'Association' (with sub-items: 'Calendar & Events', 'Directory', 'Documents'), and 'Board' (with sub-items: 'Board Action Items' and 'Homeowners'). A red arrow points to the 'Board Action Items' link. The main content area is titled 'Owner Dashboard' and includes a link to contact the Advisory Board. Below this are sections for 'Account Information - Balance: \$29,241.72', 'Upcoming Assessments' (listing various fees and dates), 'Recurring Payments' (stating 'No scheduled payments'), and 'Open Issues - 29' (listing a 'CCR Violation - Fine - Weekly').