

AUTUMN OAKS COMMUNITY ASSOCIATION, INC.
Social Committee Charter

WHEREAS Article 7 of the Bylaws of the Autumn Oaks Community Association, Inc., (“Association”) authorizes the Board of Directors to create committees of two or more persons, as the Board may deem appropriate, to aid in the administration of the affairs of the Association;

WHEREAS, committees created by the Board of Directors are authorized to perform such tasks and to serve for such periods as may be designated by a resolution duly adopted by the Board of Directors. Each committee shall operate in accordance with the terms of the resolution of the Board of Directors designating the committee or with the rules adopted by the Board of Directors;

WHEREAS, the Board of Directors desires to create a Social Committee to for the purpose of advising the Board of Directors and planning community social events, and related issues.

NOW, THEREFORE, BE IT RESOLVED THAT the following Social Committee Charter be adopted

I. COMMITTEE PURPOSE AND RESPONSIBILITIES

I. RESPONSIBILITY

The primary responsibility of the Social Committee is to plan and promote social events that will foster a sense of community within Autumn Oaks Community Association, Inc. In fulfilling its responsibilities, the Social Committee will work in coordination with the Community Manager and the Board of Directors. The committee may perform, at the Board’s request or direction, functions, which include, but not necessarily limited to, the following:

- A. Prepare an annual Social Committee Calendar, which shall include no less than three social events per year. The Social Committee Calendar must be prepared and delivered to the Board of Directors no less than 90 days prior to the beginning of the next fiscal year. The calendar will outline the proposed social events of the upcoming year.
- B. Prepare an annual Committee Budget detailing the cost of each event and any anticipated income. The Committee Budget must be prepared and delivered to the Board of Directors no less than 90 days prior to the beginning of the next fiscal year. The Committee is responsible for insuring budget objectives are monitored and met on a monthly basis.

- C. Schedule any venues needed for Community events.
 - D. Plan and promote community events and activities to generate a friendly atmosphere and a true sense of community.
 - E. Attend community events and report on a quarterly basis the participation, total cost per individual, and Association contribution for each activity.
 - F. Organize, coordinate, promote and publicize Board-approved events.
 - G. Participate in community events by assisting with set-up, clean up, and various tasks associated with the event(s)
 - H. Propose, and if approved by the Board, arrange for and conducting parties or social events around the various seasons and holidays.
 - I. Propose, and if approved by the Board, arrange for various presentations by persons within or outside of the community to members of the community, such as community safety talks by police and/or fire officials; educational lectures; travel logs; arts and crafts; etc.
- B. Other duties as assigned by the Board from time to time.

II. COMMITTEE MEMBERSHIP, MEETINGS, AND REPORTING

A. Meetings:

- 1. Location: At the discretion of the committee, subject to Board approval.
- 2. Frequency: At least quarterly.
- 3. Date and Time: At the discretion of the committee, subject to Board approval.

B. Membership and Reporting:

- 1. The Committee may have a minimum of two (2) members.
- 2. The Committee shall develop a working relationship and channel of communication with:
 - a. The President and other Members of the Board of Directors as designated by the President.
 - b. Appropriate representative(s) of Property Management Company

3. Notice of meetings must be posted and minutes must be taken at each meeting. The minutes or a synopsis of the significant events shall be presented to the Board at its regularly scheduled meetings.
4. The Board of Directors shall elect a chairperson and elect as necessary other officers as may be necessary including a secretary and vice-chair.
5. The Board of Directors shall appoint members to the committee in its sole discretion to serve a one year term, which may be renewed by vote of the Board of Directors. Committee members serve at the pleasure of the Board of Directors and may be removed at any time by the Board of Directors. Any person wishing to become a committee member may indicate his/her desire in writing to the Board of Directors and the Committee Chairperson for consideration.
6. Committee members may be home owners or their spouses or dependents.
7. No member may serve on a committee if payment by such member of any financial obligation to the Association is delinquent more than sixty (60) days.
8. The Committee will not have the authority to direct vendors or service providers, without the prior approval of the Board of Directors, and contact with any contracted service provider shall be coordinated with Management beforehand.
9. The Committee will not have the authority to send any communication regarding the Association without Board approval.
10. Committee members represent the Board of Directors and may not send out communications individually, or collectively that do not represent the Board's policies, or that contradict the Board's actions.

AUTUMN OAKS COMMUNITY ASSOCIATION, INC., INC.

RESOLUTIONS ACTION RECORD

Resolution Type Administrative No. 2014-04

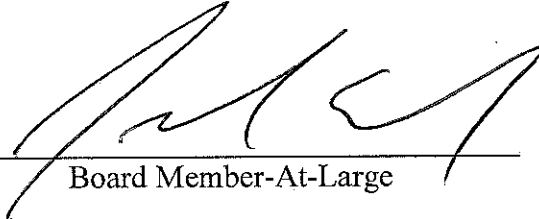
Pertaining to: Social Committee Charter

Duly adopted at a meeting of the Board of Directors of the Autumn Oaks Community Association, Inc., Inc., held October 14, 2014.

Motion by: Natalie A. Fehervari Seconded by: Ameeta Singh

Director	Title	Yes	No	Abstain	Absent
Ameeta Singh	President	X			
Natalie A. Fehervari	Vice President	X			
Sarah Aguilar	Treasurer/Secretary				X
Ron Wagner	Member at Large				X
Todd Langford	Member at Large	X			

ATTEST:



Board Member-At-Large

11/11/14

Date

Resolution Effective, January 01, 2015