

Community Engagement Committee Charter

Formed October 17th, 2023

PURPOSE:

To organize and host events for the community to get to know each other and build meaningful relations while additionally soliciting feedback from owners and residents on ways to improve our community.

COMMITTEE STRUCTURE:

The committee will consist of a minimum of three (3) members to include one liaison from the board. The committee structure will consist of a, chairperson, secretary, and board liaison. The committee may have up to an additional five (5) member volunteers if needed when an event would welcome more assistance.

TERM OF OFFICE:

Each member shall serve a term that will conclude when the next Community Engagement Committee volunteer has been appointed to that position.

RESPONSIBILITIES:

- Plan annual calendar of events and activities for Board approval.
- Welcome new owners and renters to the property.
- Create a welcome new owner/renter packet – approved by the Board.
- Solicit community volunteers to implement events.
- Promote community fellowship through social events and activities.
- All official committee posts to the website and or bulletin boards must be approved by the Board.
- Encourage participation in events. If participation for the event is not large enough for the event to take place, the event will be cancelled.
- Solicit feedback from owners and residents about ways to improve the LBV community and present this feedback to the board.
- Provide feedback to the board of directions on the state of the community at a minimum every six (6) months.
- Compile a newsletter for the community on information pertaining to the community to include, social events, activities, capital improvement projects, etc. Frequency may depend on what is deemed as ongoing information. Newsletter will be approved by the board prior to distribution. Newsletter should be distributed at minimum two (2) times a year.

REPORTING RELATIONSHIPS:

Reports directly to the Board of Directors. Engages management company support as deemed necessary by the Community Engagement Committee.

AUTHORITY:

Annual Budget once approved by the Board of Directors. Community Engagement Committee may request additional funds for events throughout the year to be approved by the Board of Directors.

LEGAL REQUIREMENTS.

Must comply with all Community Association governing documents.