

ACTIVITIES COMMITTEE

RESPONSIBILITY:

It is the responsibility of the Activities Committee to work with, the Board, homeowners and others to organize and schedule social events within the subdivision community that promotes camaraderie, information sharing and interaction among the homeowners.

COMMITTEE CHAIRPERSON:

The committee chairperson is a volunteer resident of Savannah Ridge whose name has been submitted to the Board of Directors of the Homeowners Association and approved.

COMMITTEE MEMBERS:

A group of volunteer Savannah Ridge residents (3 to 5 individuals) that the committee Chairperson organizes to carry out the responsibilities of the committee. The chairperson or committee members, at their discretion, can recruit additional help for special projects as required.

TERM OF OFFICE:

Committee Chairperson serves for one calendar year.

Committee members can serve for any length of time at their discretion.

DUTIES INCLUDE:

1. Establish and maintain a Block Captain system to assist in information sharing and homeowner feedback between homeowners and the board.
2. Establish and maintain a website containing important and useful neighborhood information.
2. Publish a bi-monthly newsletter (Savannah Scoop) to be delivered to the homeowners providing a calendar of events, information of interest, important news items that affect daily life and board actions.
3. Establish a standing calendar of social events and work with the board in developing funding needs for these activities.

Activities may include:

- Easter Egg Hunt
- Summer Picnic/Pool Party
- Halloween Party
- Bunco
- Garage Sale Weekends

4. Provide a Welcome Wagon greeting for all new homeowners.
5. Provide the Board of Directors suggestions /recommendations for the addition or removal of social activities from the agenda.
6. Allocate activity funding appropriately and provide the Treasurer the necessary receipts.
7. Interact with the Board appointed board member on ongoing activities, areas of concern or potential matters that may need board action.
8. Provide reports to the Board or attend Board meetings as requested or when problems occur.
9. Provide the Board with an end of the year budget projection, in the fourth quarter, for the upcoming year.

ESTIMATE OF COMMITTEE TIME:

Time commitment will vary depending on social events scheduled. Estimated time not to exceed 2 hours per month during 12 months of the year.