

Beautification Committee Charter

Foxwood Hills Property Owners Association

Purpose

This is an Ad-hoc committee of the Association for the primary purpose of identifying and facilitating beautification projects that will enhance the community.

Duties and Responsibilities

- Sponsor cleanups of the community, at a minimum, once in the spring and once in the fall.
- Bring to the attention of the GM and assist in addressing unsightly areas within the community.
- Assist the Maintenance Department in beautifying key areas that enhance the overall appearance of the community.
- Keep written minutes of all meeting and submit to the GM.
- Provide the Board with a written report of recent and upcoming committee events, discussions, activities, etc. at Advisory/Townhall and Board meetings.

Formation of Committee

- This is an Ad-hoc committee and is advisory in nature. The Board will initially solicit and appoint Committee members from the membership of the POA.
- The committee shall be comprised of 2-5 members who are in good standing.
- Committee members shall serve for one-year subject to renewal by mutual agreement of the member and the Board. Each term begins on March 21.

Governance

- The Committee Chair will be appointed per the Bylaws specification.
- The Committee may elect a Secretary, if necessary. If not, the Chair will provide the minutes for each meeting. Minutes should be published one week after meetings and provide to the GM.
- The Committee Chair will act as a liaison between the committee and the Board Liaison.
- The committee will meet once a month or as otherwise determined and announced; the Chair will be responsible for ensuring the meeting dates and agendas are posted on the Community Calendar and eBlasts are sent to the community via the members' website.
- Active participation is important to achieving the mission of the committee, as such; a member's absence at 3 consecutive meetings will result in the loss of voting, with possible removal from the committee and the position reassigned by the Board.
- The Chair is responsible for maintaining an official attendance roster and will administer notification of loss of committee membership due to attendance.
- The Agenda will be shared with all committee members and GM prior to the meeting.
- By majority vote, the Board may remove committee members who cause conflict or prevent overall productivity, as deemed appropriate.

Dissolution

This charter will remain in effect until amended or rescinded by the Board.

Charter approved by the Board on June 18, 2018.