

## BOARD COMMITTEES

Each Committee is reviewed annually and re-formed at the organizational meeting of the New Board at the Annual Membership meeting. Each Committee works at the direction of the Board and with the Property Manager.

Each Committee has a Board Member who serves as a liaison to the Committee from the Board. This Board member is there to help answer questions of the Committee from a Board and governing documents stand-point. The Board Liaison member is not a voting member of the Committee, nor should they be elected chairperson or give personal opinions.

Committee members are homeowners and other persons who live in our community that wish to contribute their skills and time to the betterment of our community.

This year we are limiting the number of committee members in order to be efficient and to have quorum at committee meetings. Two of our Committees have stated number of members that are in our By-Laws.

**Amenities: Five** members and 1 Board liaison. They work with our Property Manger regarding all our Amenities – our Common areas, walls, sports and play areas, clubhouse, and our common streets and entry and exits.

**Architectural Review Board: Three to Five** members and 1 Board liaison. ARB maintains criteria for making decisions relating to approval or disapproval of additions, changes, improvements or alterations to the architectural integrity. Members of the Committee sign off on all work that homeowners do to the exterior of their units through applications and the Committee is also charged to update and revise the guidelines.

**Communications: Three** members and 1 Board liaison. Works to increase our communication as an Association with Homeowners through newsletters, mailings, zoom, and website upkeep.

**Compliance/Fining Committee: Three** homeowners make up this committee. They are to be the “hearing” committee when there is a violation and fines are levied against the owner of a unit, guest or tenant. It is the Board which levies fines against the owner, occupant or tenant, guest or licensee with any violation of any provision of the Declaration of Covenants, Conditions and Restrictions, the Association By-Laws or the Rules and Regulations. Please see Article VI Section 1. Powers of the Bylaws – point q for process.

**Finance:** This committee has the Treasurer of the Association as its chair and two other Board Members and two members from the community with skills in finance and budgeting. Total number on this committee is **Five**.

**Landscape: up to Five homeowners** and 1 Board liaison. They are to review and recommend how Kings Court can maintain, renew, replace and replant our common area landscape. They also help in reviewing proposals of Tree trimming, mowing and cutting of shrubs, replanting of trees or native planting or perennials. They are additional eyes to see if there are plants or trees in distress and call it to the attention of the Property Manager and the Board of Directors.

**Security:** **Three** members and 1 Board liaison. To work with our Security company and/or other ways to keep Kings Court a safe gated community.

**Social:** **Five** members and 1 Board Liaison. This fun group plans social activities and get-togethers and hosts for the Homeowners Association the annual Holiday Party on the first Saturday of December.

All Committee will choose their own chairperson for the year. The Chairperson is responsible for making an agenda, arranging for notice to be given through the Associations' Office and a secretary should be appointed to take minutes.. All minutes need to be turned into the Association Office soon after the committee meeting.

All homeowners are welcome to any or all committee meetings, even if you are not on the committee! Yet, allow the Committees to do their work and do not dominate the discussion. If you have questions, concerns or would like to give input, a raised hand and being called on by the Chair of the Committee is the best way to enter into the process.

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Application to serve on: \_\_\_\_\_ Committee

Name:

Address:

Email:

What I can bring to the Kings Court Community as a member of the above Committee: