

The Reserve at Williamsburg Homeowner's Association Community Beautification and
Improvements Committee

Community Beautification and Improvements Committee Purpose:

The Homeowner's Association (HOA) seeks to maintain and promote an attractive neighborhood for the benefit and pleasure of all who live at The Reserve at Williamsburg. To that end the HOA has established the Community Beautification and Improvements Committee (CBIC). The task of the committee shall be to identify and implement projects that can be carried out by community volunteers to maintain and improve community owned structures, assets, and common areas. The CBIC shall also identify and propose projects to the BOD that will enhance and improve the look and use of the common areas.

The Community Beautification and Improvements Committee reports to The Reserve at Williamsburg Homeowner's Association Board of Directors and work directly with the Association Management staff. The CBIC is responsible to promote community efforts to create an attractive neighborhood.

Community Beautification and Improvement Committee Qualifications

1. Must be The Reserve at Williamsburg property owner (single and townhouses).
2. Must be in good standing in adherence to the CC&R's as well as financially current.
3. Must have an interest in making The Reserve at Williamsburg community a great place to live by helping to identify and implement projects that will improve and beautify the community.

Requires the chair or a designated representative to periodically attend Board of Directors meetings to report on the work of the committee and to receive direction from the board.

Community Beautification and Improvements Committee Appointments and makeup:

1. The CBIC will comprise of three (3) to five (5) members depending on interest.
2. Members will be appointed by the Board of Directors based upon qualifications and interest.
3. Members will select a chairperson to preside over meetings and oversee work by the committee. Chairperson will serve as tiebreaker on votes that are equally split.
4. Members may not serve more than two consecutive terms on the committee unless there is no one else interested in serving on the committee. During the term of the first CBIC, the majority membership of the Committee will have 2-year terms and the minority membership will have a 1 year term to provide flow of education, knowledge and skills. Thenceforward, all CBIC Committee members will serve two consecutive years at a time.
5. Unless interest is limited, no homeowner shall serve on two committees at any one time, with the exception of BOD members.
6. The BOD reserves the right to remove and replace any committee member that is habitually absent from meetings or is not contributing to the effectiveness and harmony of the committee.

Duties and Responsibilities

1. The CBIC shall meet at least once a quarter to plan upcoming projects. Monthly meetings may take place as needed for organizing and planning beautification and improvement projects.
2. All beautification and improvement projects proposed by the committee requires BOD approval before moving forward with implementation.
3. Requires the chairperson or a designated representative to periodically attend Board of Directors meetings to report on the work of the committee and to receive direction from the board.
4. Works directly with the Association Management staff to purchase necessary materials and supplies for specific projects.
5. Work directly with the Association Management staff and the Board of Directors to develop proposals for beautification and improvement projects requiring work by outside contractors.
6. Works directly with the website committee to keep residents informed of scheduled committee sponsored projects and to seek volunteers.
7. Organize subcommittees and community volunteers on an as-needed basis to help with specific tasks. Subcommittee volunteers will not have a vote in CBIC deliberation.