

The Reserve at Williamsburg Homeowners Association
Social Committee Charter

Social Committee Purpose: To plan, organize, and conduct community social and recreational events for all Reserve at Williamsburg residents. To inform all residents of upcoming events and encourage participation and community volunteer support. A goal of the social committee is to sponsor community events for The Reserve at Williamsburg residents within financial budget. The Social Committee reports to The Reserve at Williamsburg Homeowners Association Board of Directors, works directly with the Association Management staff and is responsible to fully promote community spirit at The Reserve at Williamsburg for board consideration and potential policy/budgetary decisions.

Social 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 design social events and volunteering at such events.
4. Requires the chair or a designated representative to attend Board of Directors meetings to report on the work of the committee and to receive direction from the board.

Social Committee Appointments and makeup:

1. The Social committee will be comprised of five (5) members.
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 at a time on the committee, except: During the term of the first Social Committee, 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. Three members will serve a two-year term and the 2 others will serve a one-year term. Thenceforward, all Social Committee members will serve two consecutive years at a time.
A minimum of a two-year break is required between terms unless there is no one else to serve on the committee.

5. 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 Social Committee shall meet at least once a quarter to plan upcoming social events. Monthly meetings may take place, as needed, for organizing and planning upcoming events.

2. All Social events proposed by the committee requires BOD approval before moving forward with scheduling and organizing the event.

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

4. Prepares a committee report for submission to the website committee to keep residents informed of scheduled social and recreational events planned by the committee. Prepares distributes flyers.

5. Organizes subcommittees on an as needed basis to help with specific social events. Subcommittee volunteers will not have a vote in Social Committee deliberation.