

Lake Land 'Or Property Owners Association, Inc.
319 Land 'Or Drive
Ruther Glen, VA 22546

Community Relations Committee

Ad Hoc Committee

Approved May 23, 2007

Purpose

The Community Relations Committee is an ad hoc committee appointed by the Board of Directors and is delegated the responsibility to plan, develop and implement an effective activities program for the membership of the Lake Land' Or Property Owners Association, Inc. and their guests.

Membership

The Committee shall maintain an organizational structure conducive to its purpose, one which will optimize community involvement. Two Chairpersons shall be elected by the Committee members. The Secretary and the Treasurer may be the same person and will serve by a vote of the Committee members. The Chairpersons shall be the liaison between Administration and the Committee members.

Responsibilities

The Community Relations Committee shall develop and present to the Board of Directors an **Annual Calendar of Events** for the Association.

The proposed **Annual Calendar of Events** shall include: the activity, a projected budget per activity and the proposed date, time and place of each activity. This calendar is to be presented no later than October 1st of each year to the General Manager for the next year's activities. Any changes to the calendar must be approved by the Board of Directors prior to implementation.

The scope of the Committee's activities per year shall include at a minimum:

- (3) Youth programs/activities 12-under
- (1) Elderly program
- (1) Activity for all Association members, i.e. yard sale
- (1) Adult 21-over theme program
- (1) Young Adult program for (18-21 yr. olds)

Financial Support

The Committee shall have the authority to generate revenue through fund raising projects and events and will determine if a fee will be charged and in what amount. If necessary, the Board of Directors shall provide supplemental funding for the activities programs based on the approved budget and on the approved plan submitted by the Committee for Association sponsored events.

Note: Any monies generated by the Committee will be coded to the Activities Income Line Item # 4005.

Meetings - Closed Session

Pursuant to the Virginia Property Owner's Association Act Section 55-510.1, "Meetings" extends the same open meeting requirements that currently exist for the Board of Directors meetings, i.e. notice of meetings and ability to go into closed session.