

LAKE COLUMBIA PROPERTY OWNERS ASSOCIATION (L.C.P.O.A.)

CHARTER

Park Committee

MISSION:

The Park Committee shall make recommendations to the Board of Directors in fulfilling its oversight responsibilities for park long-term and annual planning, expenses, budget, safety, maintenance, and improvement.

AUTHORITY:

The Board of Directors has established by resolution a Park Committee with oversight responsibilities as directed by the Charter or as additionally by the Board. The Charter is to be reviewed annually, and revised as necessary by the Committee, and presented to the Board, in response to the LCPOA needs.

REPORTING AND COMMUNICATIONS:

The Park Committee Chairperson shall report the Committee's activities to the Board each quarter and as needed as circumstances require. The Committee shall have prompt and unrestricted access to management and all relevant information.

COMPOSITION AND TERMS OF APPOINTMENT:

The Park Committee shall consist of an appointed Board Member, designated as liaison, and three Committee Members in "Good Standing" (as defined in the LCPOA Bylaws) approved by majority of a quorum of the Board. The designated liaison's attendance shall be determined by the Committee. Committee Members may not participate in any more than two (2) Committees at a time. The appointed terms for the Committee Members will be for three-years, to coincide with the elections at the Annual Meeting in May and staggered in the beginning so at least two Members carry over to the next fiscal year when a vacancy occurs to maintain continuity and fresh perspective. Quorum will require the attendance of three Members (with call in and/or virtual being acceptable as present per LCPOA Bylaws). All Committee Members must sign the LCPOA Board and Committee Code of Conduct Policy.

MEETINGS:

The Park Committee shall meet at least once each quarter and additionally as circumstances require. The Chairperson will manage the meeting using the agenda and minutes templates provided.

RESPONSIBILITIES

The Park Committee shall be responsible for reviewing and recommending matters to the full Board. These matters shall include:

1. Reviewing and recommending LCPOA Park planning, including reviewing, and approving the annual workplan, operating budget, and capital budget.
2. Monitoring status of all Park bathhouses, boat ramps, equipment, fencing, landscape, dam, and other related assets as requested by the Board.
3. Providing basic maintenance support not required to be contracted.
4. Overseeing any contracted build, maintenance, or other Park-related issues.
5. Investigating and recommending proactive measures, if necessary, regarding emerging problematic Park issues that may come to the Committee's attention.
6. Ensuring that the Board receives accurate and complete Park-related information.
7. Performing any other oversight function as requested by the Board.
8. Consensus of the Committee making recommendations to the LCPOA.
9. All Committees receiving a copy of the LCPOA Bylaws and Deed Restrictions for reference.