

Georgetown Village Condominium

ADMINISTRATIVE RESOLUTION NO. 09-01

SOCIAL EVENTS COMMITTEE TERMS OF REFERENCE

WHEREAS, Article III, Section 2 of the Bylaws of the Georgetown Village Condominium (GVC) assigns to the Board of Directors (Board) the powers and duties of the Association enumerated in Section 11-109(d) of the Maryland Condominium Act; and

WHEREAS, Article III, Section 17 of the Bylaws grants the Board the authority to appoint committees as may be deemed appropriate in carrying out its purpose;

WHEREAS, to better carry out such duties, the Board deems it in the interests of GVC to provide events and opportunities for residents of GVC to interact, share common interests, and build a stronger community;

NOW, THEREFORE, BE IT RESOLVED THAT: the following terms of reference be adopted for a Social Events Committee:

I. Purpose

The purpose of the Social Events Committee (Committee) is to assist the Board in achieving the goals set forth above, generally, by improving the quality of life at GVC by providing opportunities for residents to interact, share information, and become acquainted with their neighbors through events such as affinity groups, parties, and other events that encourage interactions among residents, and with residents of neighboring communities.

II. Organization

- A. **Membership.** Members of the Committee shall be limited to current owners or residents of the community indicating a desire to be actively involved in one or more aspects of the Committee's work. Voting membership is lost after three (3) consecutive, unexcused absences from regular Committee meetings. The total membership shall not exceed ten (10), without obtaining approval from the Board.
- B. **Chair.** The Committee may be lead by a Chair, or Co-Chairs, as necessary. The Chair(s) shall be appointed by the Board for an indefinite term, and serve subject to the pleasure of the Board.
- C. **Board Liaison.** The Board may select one of its members to serve on the Committee as Chair or as the liaison to the Board to provide updates of the Committee's activities beyond the Committee's written report, if warranted.

III. Operation

- A. Functions of the Committee shall include, but are not limited to, the following:
 - 1. developing, organizing, and promoting social events open to residents of GVC as approved by the Board;

- B. Functions of the Committee Chair(s) include, but are not limited to, the following:
 - 1. coordinating and supervising the Committee's activities and meetings, to assure that the Committee meets its established responsibilities;

 - 2. encouraging and supporting participation by all Committee members, and ensuring that all members are kept advised of the Committee activities;

 - 3. preparing written Committee reports for the Board, and where appropriate: identify all members attending monthly meetings; provide the date, time and place of monthly meetings; summarize Committee discussions; and identify recommendations requiring Board action.

 - 4. familiarizing the Committee with its terms of reference;

 - 5. attending Board meetings in an advisory capacity concerning Committee-proposed action; and

 - 6. coordinating with GVC Managers and other GVC committees, as appropriate.

- C. Meetings:
 - 1. Regular meetings of the Committee shall be held as often as necessary to carry out assignments and responsibilities. Special meetings may be held as necessary at the discretion of the Chair.

 - 2. All meetings of the Committee shall be open to attendance by members of the Association; non-Committee members may participate, but not vote, at Committee meetings at the discretion of the Chair.

 - 3. The Committee is responsible for advising the On-Site Management Office of the date, place, and time of each meeting at least seven (7) days in advance of each meeting.

Adopted by the Board of Directors
February 10, 2009