

PURPOSE: To define standing committees that will assist in the various operations associated with the ongoing activities of the Board and the Association.

POLICY: To facilitate the activities of the Association, the Board will designate certain standing committees. The President will appoint a Chairperson for each of the committees. Appointments will be renewed each year and will be made at the next board meeting (April) following the Annual Election of Officers. Chairperson vacancies occurring during the year will be filled by the President as they occur.

Each committee will function on a continuing basis and will report on its activities at regularly scheduled Board meetings. All financial matters associated with the performance or activities of the committees will be at the discretion of the Board. The number of committee members will vary according to the duties of the committee. Committee chairpersons and members are to be members of the Association.

FOLLOWING ARE THE DESIGNATED STANDING COMMITTEES (In addition to the following standing committees, the President may at any time designate a Special Purpose "Ad hoc" committee whose duration will be dependent on the purpose of the committee (e.g. Pond, budget).

1. **ARCHITECTURE [Buildings] / GROUNDS:** Responsible for monitoring the condition of building exteriors and common grounds and to make recommendations to the Board on action or course of action to remedy any problem areas. Also reviews requests from co-owners relating to patio's/decks, plantings, window and doorwall replacements, etc. as covered by ARR's, and makes recommendations to the Board on approvals. The Committee will work with the Management Company in evaluating vendors who are assigned to related projects involving improvements, maintenance or additions to the common grounds.
2. **CLUBHOUSE:** Responsible for monitoring the condition and use of the Clubhouse and its furnishings and to make recommendations to the Board on areas needing replacement, improvement or repair. Oversees the procedures relating to the renting and cleaning of the Clubhouse and makes recommendations for changes.
3. **POOL:** Responsible for monitoring the condition and use of the pool and its furnishings and to make recommendations to the Board on areas needing replacement, improvement or repair. Oversees the procedures relating to the pool hours of operation and the co-owners use of the pool area along with the issues associated with the pool attendant and makes recommendations for changes as needed.
4. **GOVERNMENT/COMMUNITY RELATIONS:** Monitors activities of local agencies on issues of specific concern to the Association and the co-owners. Receives meeting agendas from the city and follows other issues in the local newspaper. Will attend municipal meetings as appropriate or as requested by the Board.
5. **ENTERTAINMENT:** Organizes social events for co-owners of the Association.
6. **COMMONS:** Attends Lexington Commons meetings and reports to our Board on issues of particular interest. Also coordinates efforts relating to election of officers to assure that our Association has representation on the Commons Board. Also will maintain contact with the North Condos to assure that area of common interest is represented to the Common Board.
7. **ARR's/BYLAWS:** Makes recommendations to the Board on changes or improvements of by-laws and / or ARR's.
8. **COMMUNICATIONS:** Responsible for the layout, editing and collection of articles for the *Lexicon*. Should attend Board meetings and assure appropriate articles are scheduled.
9. **WELCOMING:** Meets with new residents and covers all issues on the checklist (e.g. directory, Association documents, trash pickup, pool/clubhouse use, Board meetings, committees, *Lexicon*, management company, maintenance requests) and our financial plan.