



**PURPOSE:**

The Southwind Community Association Pool Committee shall exist for the purpose of advising and assisting the Board of Directors in oversight of pool rules and functions. Responsibilities for the Pool Committee may include, but not be limited to, the following:

- Monitoring the pool area for safety hazards and other matters of concern, and then reporting these to the Association Manager and Board of Directors
- Monthly verification that the emergency phone is in working order
- Maintenance of the pool bulletin board
- Reviewing pool rules and regulations as needed, from time to time, and forwarding any recommendations to the Board of Directors for consideration
- Working directly with SW HOA Board of Directors regarding guidelines for homeowner use of the community pool, in an effort to avoid damage to the pool and surrounding areas

**STRUCTURE:**

The committee shall consist of as many resident members in good standing as wish to volunteer. The volunteer members of the committee shall select a Lead person and a Secretary from within its membership. The Lead person shall preside at all committee meetings, and the Secretary will be responsible for taking minutes at all meetings. The Lead person shall then be responsible for transmitting any and all recommendations to the Board of Directors.

**MEMBERSHIP:**

Each committee members shall be a resident owner in good standing of Southwind Community Association.

**TERM:**

Members of the committee shall be volunteers and should have no term limit. The committee Lead person and Secretary shall serve for two years and may be re-voted in for an additional two years (maximum of four year term).

**MEETINGS:**

The committee Lead person should be responsible for deciding how many committee meetings are required throughout the year to successfully plan and oversee its activities.

**QUORUM:**

A majority of the committee members shall constitute a quorum for the transaction of business, and the votes of a majority of the members present at which a quorum is present shall constitute the decision of the committee.

**BUDGET:**

The committee shall adhere to an annual budget as approved by the Board of Directors. Any recommendations or work exceeding the allotted budget must be submitted in writing to the Board of Directors for approval prior to implementation.