

# **SAN LORENZO VILLAGE COMMUNITY EVENTS COMMITTEE CHARTER**

Approved on May 20, 2021

## **PURPOSE:**

The Community Events Committee, 'C.E.C.' is to assist in generating, planning and coordinating community events for the pleasure and enjoyment of the homeowners and residents of the San Lorenzo Village Homes Association. A representative from the HOA board will be the spokesperson and liaison with the San Lorenzo Village Homes Association administrator and the Board of Directors.

## **CHAIRPERSON:**

Appointed by the Board of Directors.

## **OBJECTIVE PROCEDURE:**

- 1) Create and provide the Board with recommendations for community events.
- 2) Upon Board approval of a planned event and its funding, the C.E.C. shall work with the HOA administrator to coordinate and hold the event.

## **COMMITTEE ORGANIZATION:**

In order to remain a functioning committee, a minimum of 3 members total and with a minimum of 2 at any meeting to establish a quorum. The Committee Chair shall be appointed by the Board of Directors. All members and volunteers must sign and complete the San Lorenzo Village Homes Association, Volunteer Agreement form. Committee members must be members of the San Lorenzo Village Homes Association.

## **RELATIONSHIP TO THE BOARD:**

A copy of all Committee meeting minutes will be sent to the Board. Expenditures must be approved in advance by the Board, or appointed agent.