

Reflection Lakes at Naples Master Association Building & Grounds Committee Charter Revised 04/16/2024

Mission: Provide assistance and recommendations to maintain, protect and enhance the common elements of the community to achieve an aesthetically pleasing environment for the benefit of all residents.

Organization

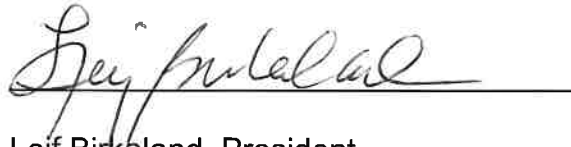
1. The committee shall consist of at least three member volunteers who are approved by The Board of Directors. The Board of Directors may remove any committee member at any time for any reason or dissolve the committee.
2. The Committee shall elect a Chair or Co-Chairs.
3. Committee meetings are open to all RLN members.
4. A meeting quorum shall consist of fifty-one percent of the members participating in each meeting.
5. Meetings are every other month or more often as determined by the committee. Members can attend meetings in person, by phone or by video conference.
6. Committee members are expected to participate, offer suggestions and supervise projects.

Overall Responsibilities

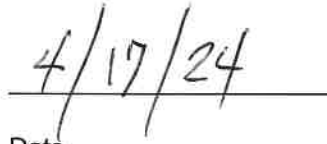
1. Make recommendations to the Board of Directors regarding improvements to RL amenities. Recommend which improvements should have community input (via surveys, town halls, etc.)
2. Assist in the maintenance of the buildings and grounds to the extent of the expertise of committee members. Keep the property manager up to date on committee expertise.
3. Make recommendations to the BOD and property manager about which things should be done by the committee, the RLN maintenance staff or outside vendors.
4. Assist the property manager and BOD with contracts, vendor scheduling, vendor monitoring, troubleshooting, etc. as requested.
5. Learn about and provide advice regarding appropriate and approved vegetation and trees in southwest Florida.
6. Provide activity reports to the Board after meetings.
7. Recommend charter changes to the Board of Directors as appropriate.

This Charter was adopted at the Board of Directors' meeting held on 4/16/2024. There are seven (7) total Directors. The Charter was adopted with the vote of 6 Directors voting in favor and 0 Directors voting against. It supersedes and replaces all earlier charters.

Reflection Lakes at Naples Master Association, Inc.

A handwritten signature in cursive script, appearing to read "Leif Birkeland", is written over a horizontal line.

Leif Birkeland, President

A handwritten date "4/17/24" is written over a horizontal line.

Date