

Naples Reserve Homeowners Association, Inc.
Entertainment and Activities Committee Charter
Revised December 13, 2023

Mission Statement or Purpose: As an active and socially oriented community, the Committee's purpose is to develop and deliver entertainment, exercise, and other activities/events to serve the social interests of the residents of Naples Reserve.

Responsibilities or Goals and Tasks: Responsibilities of the Entertainment and Activities Committee are limited to entertainment, fitness instruction, and creative classes provided by residents. The Committee may make recommendations regarding outside entertainment to the Activities Coordinator, who is responsible for those events. In partnership with the Activities Director and Board Liaison, the Committee will identify what type of activities meet the needs of the community. The Committee will ensure that all resident entertainers and instructors are properly qualified, have certification and insurance where appropriate, and are provided with an equal opportunity to provide services. Groups and clubs do not fall under the direction or scope of the Committee. Committee members can, however, connect like-minded individuals to form a group or club.

Procedure: The Committee will select the activities based on community interests, needs, and available talent. Given that there are many talented residents who would like to use their skills as instructors or entertainers for the benefit of the community, the Committee may select these individuals to act as instructors or entertainers for the benefit of the community. In coordination with the Activities Director, a description of the activity including details such as time, place and materials needed, if necessary, will be prepared. The Activities Director will then share the activities via email and Constant Contact, place on the Naples Reserve calendar and website and create a sign-up genius for residents to attend if necessary. The Committee will monitor the success of activities and events as a data point for future consideration.

Authority:

- This Committee shall act only as an advisory committee to the Board.
- The Committee and its members have no power or authority to act on behalf of the Board.
- No committee member shall act outside the scope provided herein nor shall any committee member represent themselves as a representative of the Association for matters outside the scope provided herein.

Meetings: The Committee shall meet as needed and the Activities Director will attend the meetings on a non-voting basis.

Committee Members:

- The Committee shall be comprised of 4-8 volunteer deeded homeowners, one or two of which will be the chair/co-chairs, who will be appointed by the Board.
- Each Committee member shall serve a term of one year and may apply for continued service annually.

- The Board may remove a member of the committee with or without cause, including, but not limited to, no longer being eligible or in violation of the Code of Conduct. Vacancies shall be filled by appointment from the Board.

Code of Conduct:

- All Committee members must have no conflicts of interest, have no unresolved violations in the Community, and no current felonies.
- All Committee members will use reasonable judgement, fairness, and be respectful.
- All Committee members shall refrain from discussing confidential Committee matters outside of the committee.

Reporting: Copies of Minutes, correspondence and other related materials developed to enable the Committee to fulfill its duties will be maintained by the Committee and shall be available to the Board or Management upon request.

Insurance: Committee members are covered under the Naples Reserve Homeowners Association, Inc. General Liability Officer and Director Insurance Policy for committee related activities and actions within the scope of their duties. No committee member shall act outside the scope provided herein nor shall any committee member represent themselves as a representative of the Association for matters outside the scope provided herein.

Board Appointed Liaison: The Board appointed liaison will attend committee meetings as appropriate. The liaison will serve as the chief person to communicate with the Board.

STATEMENT

I have received, read, and agree to abide by the terms of this Charter for the Naples Reserve Homeowners Association, Inc. Entertainment & Activities Committee.

Name: _____

Signature: _____

Date: _____