

Charter Resolution for the Community Engagement Co.pdf

WATERS LANDING ASSOCIATION, INC.
COMMUNITY ENGAGEMENT COMMITTEE CHARTER RESOLUTION

WHEREAS, the Article V, Section 3(k) of the Association's Bylaws empowers the Board of Directors to appoint members to the AERC and to other such committees as the Board may designate; and

WHEREAS, the Article V, Section 3(l) of the Association's Bylaws empowers the Board of Directors to promote and encourage community activities and protects and to foster Neighborhood and Community undertakings which tend to strengthen and develop the solidarity and vitality of the Community as a whole; and,

NOW THEREFORE, BE IT RESOLVED that the Board hereby creates and establishes a committee for community engagement, which committee shall operate according to the below Charter.

CHARTER

COMMUNITY ENGAGEMENT COMMITTEE

1. Purpose. To plan, develop, promote and coordinate community events to build social relationships. The goal is to offer activities that will appeal to the diverse population of the community, like open houses, holiday celebrations, yard sales, and various other activities envisioned by this committee for the community. The engagement and interaction between community members will strive to promote unity, harmony, and ensure the community continues to be a great place to live.

2. Background. The Board of Directors may designate committees and appoint its members, as identified in ref. (c). To this end, the Board of Directors is establishing a special committee to promote Community Engagement and provide this Board with suggested planned event and establish budgets as deemed necessary. This committee is named the Community Engagement Committee and will work with designated liaison(s) to the Board.

3. Membership. The Board of Directors shall appoint the members of this committee. This committee shall consist of at least 3 and not more than 5 members. Each member shall be both a resident and an owner of WLA and shall serve for as long as the Board designates. Once appointed by the Board, the committee will have a first meeting for organizational purposes and elect by majority vote from its members at least 3 officers: a Chairperson, a Deputy-Chairperson and a Secretary. If the committee does not elect these officers the Board will designate these officers from the committee membership. The officers will have the following (but not limited to) responsibilities:

- a) Chairperson

- a. Acting to oversee orderly meetings
 - b. Ensure the regular and continued progress of the committee's assignment
 - c. Report progress/activity of the committee to the Board
- b) Deputy-Chairperson
 - a. Assist the Chairperson in these functions
 - b. Act as substitute Chairperson, if necessary
- c) Secretary
 - a. Keep accurate minutes of this committee's meetings
 - b. Keep a record of the steps taken to research the assigned task
 - c. Ensure that the actions of the committee are published in a timely manner to the Board and the Waters Landing community

4. Assigned Task. This Committee is established for the purpose of facilitating community-wide social events and functions. The committee may utilize any methods that it deems valuable to undertake its assignment, including (but not limited to) any of the following methods:

- a) Plan and develop community events
- b) Submit budgets to Board of Directors for funding support
- c) Organize volunteers for Board sanctioned events
- d) Research of experts and professionals for open house, training sessions, other activities
- e) Promote and coordinate events

The intention for this Committee is to offer a variety of activities that will appeal to our diverse population. The activities are a way to meet people, visit neighbors, inform and educate, and enhance the community through a variety of activities or programs. When neighbors have personal relationships, they are more likely to look out for each other as well as foster positive community spirit.

5. Meeting Frequency. This Committee will meet as often as it decides but not less than once per quarter. The meetings will be open in accordance with the recommended guidelines of the Maryland Commission on Common Ownership Communities (CCOC) and as defined by CCOC. Open meetings will be announced timely to the Waters Landing community. However, independent research at other locations such as government offices, other associations, interviews, etc. will not be considered open meetings and may be conducted privately. These independent research events will be recorded by the Secretary and reported openly at the first following open meeting of the committee and to the very next open Board of Directors meeting. This committee is assigned to inform and advise the Board of Directors or designated liaison(s) on its proposed activities and budget requirements.

6. **Records Management.** All records created in preparation for, and as a result of, the Committee's assignment will be stored in a designated area available to Board of Directors and its managing agent.

7. **Status Reports.** The Committee will regularly inform the Board or designated liaison(s) of their progress in a manner it deems necessary. Additionally, the officers will prepare a summary report of their progress and will deliver it to the Board of Directors at the monthly Board meeting. It is recommended that the committee communicate regularly with the Board liaison.

8. **Committee Output.** After each event, report to the Board feedback from attendees, budget actuals, and lessons learned.

9. **Duration.** This committee shall continue until the Board has agreed, by majority vote, that it has completed its work and/or will be disbanded.

10. **Annual Reauthorization.** If the committee continues past its first calendar year, the Board will decide, by majority vote, at least once each year thereafter to acknowledge the committee and authorize it to continue its assigned task.

11. **No Independent Governance or Authority.** This committee is an advisory group to the Board of Directors and has no independent authority to act, enforce or instigate of its own volition without the approval of the Board.

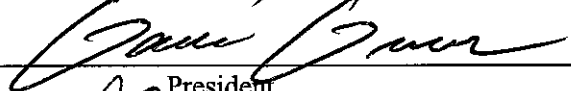
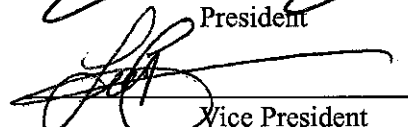
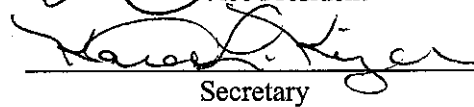
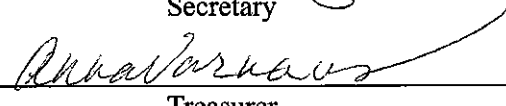

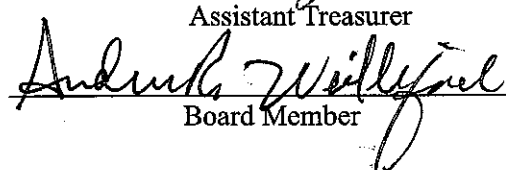
12. **No Guarantee.** The Committee's findings, conclusions and suggestions will be considered as advice and will not be binding on any party. The Board provides no guarantee that it will adopt or follow the committee's advice. This committee is hereby established this day by the Waters Landing Board of Directors

WATERS LANDING ASSOCIATION, INC.

RESOLUTION ACTION SHEET

Policy Resolution No.: 2024-05-01

Establishing a Charter for the Community Engagement Committee

<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	 President
<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	 Vice President
<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	 Secretary
<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	 Treasurer
<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	 Assistant Treasurer
<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	 Board Member
<input type="checkbox"/> yes	<input type="checkbox"/> no	 Board Member

Duly adopted by the WLA Board of Directors as of May 22, 2024

ATTEST: 

5/22/2024
Date