



## Silver Woods Community Association

7 Luzerne Drive, Ocean View, DE 19970  
silverwoodsinfo@mediacombb.net

### **Social Committee Charter**

#### **Silver Woods Community Association**

**Whereas** Section 6.2 of the Bylaws states that the Board of Directors (BOD) shall have all of the powers and duties necessary for the administration of affairs of the Association;

**Whereas** the BOD deems it desirable to establish a committee of Community Association (CA) and Property Owner's Association (POA) owners to advise the Board of Directors, in a reasonable and productive manner, on the social events and activities at Silver Woods;

**Whereas** the Board of Directors has identified the need for such a committee; and

**Now therefore, be it Resolved**, that a Social Committee shall be established, and that the following procedures for this committee be adopted and implemented herewith:

### **ARTICLE I**

#### **Responsibilities and Limitations**

The responsibilities of the Social Committee shall be to maximize the social activities for all CA and POA property owners and to monitor such events and encourage participation.

The Committee shall be the body to which members can make recommendations for social activities and events and will present all recommendations to the BOD.

The Committee shall also be responsible for the oversight of social activities and communication of social events to the community via the BOD and Premier portal (Vantaca).

The Committee shall consist of at least (3) members.

Committee member shall elect a chairperson who shall represent the Committee, acting as liaison between the Committee and the BOD. The Chair shall report to the BOD, the activities of the Committee at the regular meetings of the Board or through direct communication with the BOD liaison or at their request.

The Committee shall meet when they deem it necessary.

Committee Chair or her or his designee shall record the activities and decisions at meetings of the Committee.

The Committee does not have authority to commit the resources of SWCA. All expenses must remain within the budgeted amount as established by the BOD or via special request to the BOD and pending their approval.

Records of expenses must be reported to the Treasurer (with receipts) by the first of each month with a report of remaining cash on hand.

Committee candidates and members shall be CA and POA property owners in good standing (no delinquencies or outstanding violations).

## **ARTICLE II**

### **Appointment and Terms**

The BOD shall invite interested candidates to serve on the Social Committee. Recruitment of candidates may be done through newsletter, word of mouth, announcement at meetings, or any other means deemed appropriate by the BOD. .

The BOD may remove any Social Committee member at any time, with cause.

## **ARTICLE III**

### **Election of Officers**

Officers of the Committee may be elected by the Committee membership. At a minimum, the Committee shall elect a Chairperson.

The Chairperson, or his or her designee, shall be responsible for chairing meetings of the Committee. In the interest of ensuring strong communications between the BOD and the Social Committee, it is expected that the Committee Chairperson either attend or notify the BOD in writing of scheduled community events and any pending tasks.

The Chairperson or her or his designee will be responsible for recording accurate minutes of the Committee's meetings and submitting them to the BOD in a timely manner.

## **ARTICLE IV**

### **Meetings**

The Committee should meet at least once a year to determine the social calendar of events for the community.

A majority of members of the Social Committee must be present to convene a meeting or conduct formal voting procedures. A majority vote of members shall constitute a decision of the Committee.

The Board Secretary certifies that the above is a true and correct copy of the resolution that was duly adopted and entered into the minutes of the May 2, 2023 meeting of the Board of Directors of the Silver Woods Community Association.

*Diane Seeger*

Diane Seeger (May 8, 2023 18:43 EDT)

Diane Seeger, Secretary

May 8, 2023

Date Signed

*M. Beatty*

Margie Beatty (May 9, 2023 20:01 EDT)

Marjorie Beatty, President

May 9, 2023

Date Signed











# SWCA Social Committee Charter

Final Audit Report

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