

Cypress Strand Condominium Association

POOL COMMITTEE CHARTER

August 6, 2019

WHEREAS, several members of the Cypress Strand Condominiums Association ("Association") have expressed a desire to serve on a pool committee for the Community; and

WHEREAS, the Board of Directors believes it is in the Association's best Interest to apply the efforts of these volunteer members to assist management in overseeing the function and appearance of the pool/spa, compliance with existing rules, and entry requirements;

IT IS THEREFORE RESOLVED, that the Board of Directors of the Association hereby establishes the Cypress Strand Pool Committee ("CSPC") pursuant to this Charter as follows:

1. **Mission.** The mission of the CSPC shall be to enhance the Cypress Strand pool/spa appearance and functions through monitoring pool/spa cleanliness and operation and ensuring pool/spa rules and hours of operation are followed by pool users
2. **Number of Members.** The CSPAC shall have not less than three and no more than six members.
3. **Appointment/Removal of Members.** The Board of Directors shall appoint a director as the chair of the CSPC who will select members from volunteers. In the event there are more than six volunteers, the remaining volunteers shall be retained on a waiting list and serve as alternates to selected committee members. They may be selected as committee members by the chairman as vacancies occur. The chairman may select one committee member to serve as co-chair and act as directed in his absence.
4. **Term.** Members of the CSPC serve at the discretion of the Board of Directors and may be removed by a majority vote of the Board of Directors. The committee will function for a term of one year from the date of establishment by the board.
5. **Appointment of Chairman.** The board shall appoint a director to serve as Chairman of the CSPC. for a term of one (1) year.
6. **Meetings.** Notice of committee meetings will be announced on the bulletin boards by the post office boxes at least 48 hours prior to conduct. During all

observations, the CSPC members will make note of rules violations or cleanliness issues and report those noted to the board. Fob access devices shall be programmed as directed by the board.

7. **Responsibilities:** The Pool Committee Chairman shall assign the following tasks to committee members as appropriate:

- a. Observe cleanliness and proper operation of the pool/spa, support equipment and surrounding pool area;
- b. Ensure adherence to pool entry/exit rules and conduct rules.
- c. Checking pool after the end of the day for cleanliness and arrange chairs, lounges and tables if necessary. Ensure pool door to clubhouse is locked.

8. **Authorization.** The CSPC shall not have authority to commit or expend Association funds and shall not direct the Association's Association Manager. The CSPC only observes operation and cleanliness and reports issues to the board; they do not perform pool contract maintenance or direct pool maintenance personnel. In the event of a rules violation at the pool complex, a committee member may politely ask the violator to correct the issue at hand and if not corrected immediately, notify a board member for resolution. After hour entry violations should be reported to a board member immediately for resolution.

9. **Meetings:** Notice of committee meetings will be announced on the bulletin boards by the post office boxes at least 48 hours prior to conduct.

10. **Amendment/Revocation.** This CSPC Charter may be amended or canceled by the Board of Directors at any time.

11. **Association Documentation.** The Association Manager shall provide the CSPC with appropriate documentation necessary to accomplish its tasks.

Dated this 21 day of August 2019

CYPRESS STRAND CONDOMINIUM
ASSOCIATION, INC.

Deann Wingard, Secretary

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