

Facilities Committee Charter

The Somerset Owners Associations Board of Directors has the authority to create standing or special committees according to section 3.16 and advisory committees according to section 3.18 of the Bylaws.

As such, the Board of Directors adopts this formal resolution to amend the Facilities Committee Charter with the powers and duties set forth.

Purpose

The purpose of the Facilities Committee shall be to advise the Board of Directors and Association staff on matters related to systems, amenities, facility usage, and facility changes (additions, deletions, modifications, etc.) within The Club at Town Center (TCTC) and on SOA common areas, including Canyon 9.

Responsibilities

The Committee shall have no authority to act on behalf of the Association, other than to formulate and present information and recommendations to the Board related to its stated purpose. The Committee shall not engage in any activities that have not been requested by the Board either specifically or via the responsibilities identified in this charter.

Specific responsibilities shall include:

1. Solicit and receive input from Association homeowners and staff regarding facility/amenity usage and changes.
2. Creating sub-committees to support committee activities.

Organization and Term

The Committee shall be composed of seven Board appointed members; one primary and one alternate Board member; and five Association unit owners in good standing. Committee members shall be subject to removal at any time by the Board, and any vacancies existing from time to time shall be filled by appointment of the Board. A quorum of the committee shall consist of a majority of members. A decision may be rendered by a majority of members at a meeting at which a quorum is present. The alternate Board member shall vote only when the primary Board member is not in attendance.

Each January, Committee members may elect from among themselves a non-Board member Chairperson and Vice-Chairperson who shall be responsible for leading all meetings. In the absence of a committee chair or vice chair the attending board member shall be in charge of running the meeting.

The Committee meeting calendar will be established on an annual basis for Board approval at the December Board meeting. Additional meetings can be scheduled as necessary in order to meet the required timeframe for completion.

At least one of the assigned Board Members is required to be in attendance at each Committee meeting. If neither Board member can be in attendance, the meeting will be rescheduled. A member of the Association staff will attend meetings as directed by the Board of Directors, but will not serve as a committee member. Staff members may take meeting recaps and provide information to the committee.

The Facilities Committee Charter was duly updated by the action of the Board of Directors on February 28, 2018.

By: _____
Board President

Attested By: _____
Board Secretary