

Kingstream Community Council Welcoming Committee Charter

As Article V of the Kingstream Community Council Declaration of Covenants, Conditions, and Restrictions provides the Board of Directors with the authority to adopt rules and regulations on a variety of matters, the Board of Directors hereby adopts the following committee charter to outline the roles and responsibilities of the Welcoming Committee:

Purpose:

The purpose of this committee is to welcome new homeowners to the community and provide them with helpful information regarding the Kingstream Community Council, the Kingstream community, and the surrounding area.

Members: Any member in good standing with the HOA may volunteer to serve on the committee. Committee members shall be appointed annually by the Board of Directors. Committee members may be removed or replaced at any time at the discretion of the Board of Directors. The committee shall consist of at least one and no more than five members. The committee chairperson shall typically be a voting member of the Board of Directors who shall act as a liaison with the Board of Directors and property manager.

Committee members shall receive no compensation for services rendered other than reimbursement for any expenses incurred by them in performing their duties. Committee members shall keep in mind they have volunteered to serve in the best interest of the entire community. The committee's primary role is not to establish policies, but rather to provide information and options to enable the Board to make fully informed decisions for the Association. Though Committee members do have special duties to perform, their position does not afford them special consideration, privileges, or voting rights. Every volunteer on the committee has an equal right to express their opinions and ideas as how to best serve the interests of the community.

Meetings:

The committee shall meet as often as necessary to complete its assigned responsibilities. Any Committee vote that results in a tie will be determined to have failed. The Committee is expected to have representation at all Board meetings and the Annual HOA meeting.

Duties and Responsibilities:

Hand deliver a welcome bag/basket that includes some small gifts (i.e., bread from Great Harvest, wooden spoon, and a dish towel), and a folder that includes information about the Kingstream Community Council and the current Board Members, and pamphlets for activities in Herndon (picked up from Herndon Community Center). Encourage the new homeowners to become active in the community by joining the board or volunteering for a committee.

Adopted by the KCC Board of Directors

2/15/18

Date


KCC President, Frank Shaffer