



Committee Resolution

Purpose:

The Lake Entiat Lodge Association committees (referenced as Committees henceforth) provide assistance, recommendations, and information to the Board of Directors (referenced as Board henceforth) of the Association. Committees shall act in an advisory capacity to the Board only, unless otherwise provided or at the specific direction of the Board.

The specific duties of the Association Committees, their appointment, structure, and vested authority are derived from the Board of Directors. Any conflict between these General Guidelines for Committees and the corporate documents shall be resolved in favor of the Declaration of Covenants, Bylaws, and the General Guidelines in that order. Committees are not empowered to financially obligate the Association or spend funds without the expressed prior approval of the Board of Directors.

The LELA Board of Directors hereby adopts the following committee formation guidelines, policies, procedures and goals for all appointed **Association Committees and Sub-Committees**;

1. **COMMITTEES**

Committees are to be set by a majority of the board of directors and the acting association president. **Committees** are considered **Primary or Standing**. **Sub-Committees** or **“ad-hoc” committees** may exist (and are encouraged) under the **Standing primary committee**. The primary committee in conjunction with the board of directors will make all final decisions.

2. **COMMITTEE Makeup**

A “primary committee” shall consist of **not less than one** active current board member. A good faith effort should be made to involve association members (owners in good standing) as advisory volunteers and contributors. For larger projects **Sub-committees** may be formed to assist and advise and shall consist of **not less than one** active current board member and no more than three to six volunteer owner association members depending on the scope of the mission to insure progress is not hampered. Ad-hoc members are advisory only with no vote.

3. **COMMITTEE Mission, Goals and Expectations**

Minimum goals and expectations would be that Committees conduct due diligence and meet a minimum of 4 times a year, more frequently and as necessary as the task requires. In the event there are no tasks to be performed, a phone conference is acceptable. Phone conference exceptions are made for committee members living long distances from Sun Cove. Reports are to be provided to the board once a month regardless of any committee activity. Written reports during activity, preferably submitted in time for the board meeting agenda and packet (10 days prior to meeting). In the event no activity has taken place a verbal report is acceptable.



Lake Entiat Estates

4. **COMMITTEE Members/Appointments**

Committees are to be formed and in place no later than the 1st regular board meeting following the annual meeting and election of officers. Board Committee members change with the election of the new Board.

If it is apparent that a single committee member or entire committee are unable or unwilling to carry out or perform the minimum goals set forth by this resolution, that person or committee shall be replaced at the next Board of Directors meeting.

5. **COMMITTEE Members List and Contacts**

Individual committees, sub-committees and appointed members of the separate committees, along with contact information for each member shall be posted and made available to anyone with a need or an interest in making contact with that committee or committee member.

The board shall make an effort to actively recruit volunteer members from the community. A survey shall be published, sent and posted allowing members to sign up for any committee they wish to be involved in. The list should include all of the committees with space available for the volunteer with interest in a given committee. A list of those members interested in volunteering shall be formed and kept for future recruitment of volunteers.

The following committees are existing and considered to be permanent committees:

1. Covenants, Rules and Regulations
2. Architectural Review
3. Facilities & Maintenance Planning
 - a. Water System Maintenance
 - b. Major Asset Maintenance
4. Social Events & Communications
5. Long Range Planning