

ACTIVITIES COMMITTEE CHARTER
OCEANSIDE COMMUNITY ASSOCIATION
Revised November 2022

Purpose:

The Committee with the assistance of volunteers, will establish, provide, and oversee various services, social clubs, hobbies, events, athletic activities and special Clubhouse Complex projects for the enjoyment and use of all members of the Association. The Committee will provide funding for Oceana activities from income derived from Butler Barn storage fees, Share & Wear and/or other event income sources, as approved by the Board of Directors.

Organization:

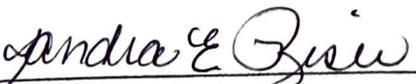
1. The Board of Directors shall approve the selection of a residing owner as Chairperson and appoint a Liaison to the committee.
2. The Committee Chairperson shall appoint the Manager of Share & Wear, Secretary, Treasurer and any other positions that are deemed necessary.
3. Any Committee Member having three (3) successive unexcused absences may be asked to resign from the Committee.
4. The Association will designate a specific staff member for support and contact with the office.

Responsibilities:

1. In general, the committee is designed to plan and implement the social functions of the community. It also coordinates and supports clubs, the woodshop, lapidary shop, Pickleball court, art and billiards rooms and pool patio, Share and Wear, and the Butler Barn storage area.
2. The chairperson shall conduct regular meetings following Robert's Rules of Order.
3. The committee will organize and promote special event functions, and social activities such as Coffee Hour, evening parties and concerts. The Committee will sponsor hobby clubs and activities that utilize the Clubhouse Complex and satellite areas.
4. The secretary shall prepare minutes from Committee meetings reporting current events, changes in activities, events, or clubs, as well as income and expenditures and submit them to the Chair and Board for review and approval.

Budget and Financial:

1. The committee members shall assist the chair in preparing the budget and overseeing expenditures during the year.
2. The committee will follow Board approved guidelines for expenses and reimbursements.
3. Activities expenditures, not previously approved or budgeted over seven hundred fifty dollars (\$750.00) shall be presented to the Board for approval. Expenditures under that amount may be approved by the Activities Committee if within the approved budget.
4. The Committee will defer to the judgement and decisions of the Board on all issues regarding financial operations, contracts and legal requirements pertaining to Oceana and Committee Activities.
5. No member of this Committee or any of its support groups shall receive compensation. However, this shall not prevent member volunteers from requesting reimbursement of reasonable expenses incurred for the benefit of Committee activities, subject to necessary approvals and supporting documentation.
6. This Committee shall not open any bank accounts, enter into oral or written contracts/agreements on behalf of the Association or the Board or allow any of its participants to hold themselves out as or represent themselves to be authorized agents of the Board or the Association, to third parties.



President
Oceanside Community Association
Board of Directors

4/26/23

Date

Appendix A

Activities Charter revision 2022

The Association general operating fund is used for maintenance and improvements to the existing structures and furnishings that would prolong their useful life. Association funds are used to replace these items as per reserve study.

Activities funds will be used for the following:

- Supporting Oceana social and hobby clubs, events, and activities
- Small tools and equipment for activity clubs
- Kitchen supplies, cutlery, and dishes, small appliances
- Piano tuning and repair
- Telephone lines in Share & Wear, and in the woodshop

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