

OCEANSIDE COMMUNITY ASSOCIATION
WEBSITE COMMITTEE CHARTER
May 3, 2023

Purpose and Scope

The Website Committee maintains the community website (oceanaseniors.org) to provide information about Oceanside Community Association to its residents and the general public.

The Scope of the Website Committee activities:

1. Publish electronically information about activities, committees, events, policies, forms, community organizations, documents of governance, and other information as directed by the Board of Directors or OCA Administrative Staff.
2. Maintain the website with appropriate and current information.
3. Review and recommend software to maintain and meet the Association's community website needs.

Responsibilities

1. Organization - A chairperson is elected by the committee and ratified by the Board. Volunteer members are selected by the Committee and approved by the Board of Directors. All volunteers may be removed by the Board of Directors if deemed necessary. The Board will also appoint a Board Liaison to attend committee meetings and report back to the Board of Directors.
2. The committee will hold regularly scheduled open meetings. The committee will send minutes of each meeting, including all voted motions, to the Board of Directors.

Anita Romaine, Website Committee Chair

Anita Romaine Date 5/8/23

Sandy Riser, President OCA Board of Directors

Sandy Riser Date 5/10/23