



Committee Charter

This document is to be completed by each committee, current and future. The goal is to have on record the intended purpose and structure of each committee. **You can either print the form and fill it out or in the PDF, you can select fill and sign to complete the PDF.**

Committee Name: _____ Year Committee Established: _____

Committee Member Submitting Committee Charter _____ Lot number: _____

- Amenities affiliated with committee: *(check all that apply)*
- | | | | | |
|---|---|---------------------------------------|---|----------------------------------|
| <input type="checkbox"/> Pool | <input type="checkbox"/> Golf | <input type="checkbox"/> Lakes | <input type="checkbox"/> ORV Track | <input type="checkbox"/> Airport |
| <input type="checkbox"/> Fitness Center | <input type="checkbox"/> Organic Garden | <input type="checkbox"/> Amphitheatre | <input type="checkbox"/> Lodge/ Clubhouse | <input type="checkbox"/> Tennis |
| <input type="checkbox"/> Barn | <input type="checkbox"/> Chapel | <input type="checkbox"/> Range | <input type="checkbox"/> Other | _____ |

Purpose of Committee

Will the committee size be limited? Yes No If yes, how many committee members:

Will the committee have officers? Yes No If yes, what officer positions:

| | |
|---|---|
| <input type="checkbox"/> Chairperson | <input type="checkbox"/> Other <i>(please list below)</i> |
| <input type="checkbox"/> Co-chairperson | |
| <input type="checkbox"/> Secretary | |
| <input type="checkbox"/> Treasurer | |

What is the meeting cadence? Scheduled Monthly Scheduled Quarterly Scheduled as needed

Committee Chairperson: _____ Email: _____

Lot number: _____ Phone: _____

Last updated: _____