

# Georgetown Village Condominium

## ADMINISTRATIVE RESOLUTION NO. 23-01

### **SOCIAL EVENTS COMMITTEE TERMS OF REFERENCE**

*WHEREAS*, Article III, Section 2 of the Bylaws of the Georgetown Village Condominium (GVC) assigns to the Board of Directors (Board) the powers and duties of the Association enumerated in Section 11-109(d) of the Maryland Condominium Act; and

*WHEREAS*, Article III, Section 17 of the Bylaws grants the Board the authority to appoint committees as may be deemed appropriate in carrying out its purpose.

*WHEREAS*, to better carry out such duties, the Board deems it in the interests of GVC to provide events and opportunities for residents of GVC to interact, share common interests, and build a stronger community.

*NOW, THEREFORE, BE IT RESOLVED THAT:* the following terms of reference be adopted for a Social Events Committee:

#### **I. Purpose**

Assist the Board in achieving the goals set forth above, generally, by improving the quality of life at GVC by providing opportunities for residents to interact, share information, and become acquainted with their neighbors through events such as affinity groups, parties, and other events that encourage interactions among residents, and with residents of neighboring communities.

Offer a variety of activities that will appeal to GVC's diverse population, thereby fostering a sense of community and promoting the community's general welfare.

#### **II. Organization**

A. **Chair:** The Chair (or Co-Chairs) must be a unit owner, and shall be appointed by the President, subject to approval by the entire Board of Directors. The Chair shall serve at the discretion of the President.

B. **Membership:** Members of the Committee shall be limited to current owners or residents of the community indicating a desire to be actively involved in one or more aspects of the Committee's work. Voting membership is lost after three (3) consecutive, unexcused absences from regular Committee meetings.

C. **Board Liaison:** The Board may select one of its members to serve on the Committee as Chair or as the liaison to the Board to provide updates of the Committee's activities beyond the Committee's written report, if warranted.

#### **III. Operation**

- A. Functions of the Committee Chair(s) include, but are not limited to, the following:
1. Coordinate and supervise the Committee's activities and meetings, to assure that the Committee meets its established responsibilities.
  2. Prepare written Committee reports for the Board, and where appropriate:
    - Identify all members attending monthly meetings.
    - Provide the date, time and place of monthly meetings.
    - Summarize Committee discussions.
    - Identify recommendations requiring Board action.
  3. Familiarize the Committee with its terms of reference.
  4. Encourage and support participation by all Committee members and ensure all members are kept advised of the Committee activities.
  5. Attend Board meetings in an advisory capacity concerning Committee proposed action.
  6. Coordinate with GVC managers and other GVC committees, as appropriate.
- B. Functions of the Committee shall include, but are not limited to, the following:
1. Develop, organize, and promote social events open to GVC residents of all ages, as approved by the Board.
  2. Design and execute a process for welcoming new residents to the community.
  3. Consider the appropriate uses of common areas for social events hosted by residents and recommend policies regarding such uses to the Board.
  4. Advise the Board on ways to use GVC management systems to encourage exchange of information between residents.
- C. Meetings:
1. Hold regular Committee meetings monthly to carry out assignments and responsibilities. Special meetings may be held as necessary at the discretion of the Chair.
  2. All meetings of the Committee shall be open to attendance by members of the Association; non-Committee members may participate, but not vote, at Committee meetings at the discretion of the Chair.

#### **Removal of Committee Members**

- The Board may remove a member of the Committee, with or without cause. The Committee may vote to recommend removal of its chairman or any Committee Member to the Board with cause.

The previous Administrative Resolution 09-01 is revoked and superseded by this Resolution effective immediately.

Adopted by the Board of Directors  
July 11, 2023