

WILSON'S GROVE HOMEOWNERS ASSOCIATION, INC.

ADMINISTRATIVE RESOLUTION NO. #22-217C

Pool Committee Charter

WHEREAS, Article 7, Section 7.1(a) of the Bylaws of the Wilson's Grove Homeowners Association, Inc. (the "Association") authorizes the Board of Directors (the "Board") to adopt and publish rules governing the use of the Common Area and any facilities situated thereon and the personal conduct of the Members and their guests thereon, and establish penalties for the infraction thereof; and

WHEREAS, Article 7, Section 7.1(c) of the Bylaws authorizes and requires the Board to exercise for the association all powers, duties and authority vested in or delegated to this Association and not reserved to the membership by other provisions of the Bylaws, the Articles of Incorporation, or the Declaration of Covenants, Conditions and Restrictions (the "Declaration") (collectively, the "Governing Documents"); and,

WHEREAS, Article 10 of the Bylaws authorizes the Board to appoint committees to further perform the duties of the Board and carry out its purposes; and,

WHEREAS, Article 7, Section 7.6 of the Declaration provides that the Board is authorized to adopt any reasonable rules for the use of the Common Area and Community Facilities and that violation thereof is prohibited; and,

WHEREAS, Article 13, Section 13.1 of the Declaration provides that the Board, subject to the rights of the Members of the Association, shall be responsible for the exclusive management and control of the Common Area, Community Facilities and any property, real or personal, which the Association is delegated the responsibility for, and all improvements thereon; and,

WHEREAS, the Board deems that it is in the best interest of the Association that a charter be established to provide guidance on the responsibilities and management of the Pool Committee to assist and advise the Board and the Association's Management Agent (the "Management Agent") in operating the Association's Common Areas and Community Facilities.

NOW, THEREFORE, BE IT RESOLVED THAT, a standing Pool Committee ("Committee") shall be established and shall operate according to the following guidelines:

**ARTICLE I
PURPOSE**

The Committee shall advise and assist the Board by developing and recommending pool operational and maintenance programs, subject to the final approval and/or modification by the Board. The Board has adopted this Charter for the purpose of directing the Committee in the conduct of its responsibilities.

**ARTICLE II
GENERAL**

The Committee shall conduct its affairs in strict accordance with the Maryland Homeowners Association Act, the Governing Documents, and this Charter; and in the interest of the Association. As such, the Committee is charged with maintaining a constant awareness of the legal obligations, risks, and responsibilities of the Association.

The Committee serves at the pleasure and direction of the Board. The Board remains the ultimate authority on operation and maintenance of the pool and its related improvements and common elements (the "Pool Facilities").

**ARTICLE III
ADMINISTRATION**

The Committee shall be comprised of three (3) or more members of the Association appointed by the Board in its sole discretion in accordance with this Charter. Committee members are appointed to serve staggered three (3) year terms as determined by the Board. Only members whom are in good standing with respect to the Governing Documents may be appointed to the Committee. The Board may remove any member of the Committee with or without cause; No hearing will be required for the removal of any Committee member. Appointments to fill vacancies in unexpired terms shall be made in the same manner as the original appointment.

At the first meeting of the Committee, the members shall elect from among themselves a Chairperson, a Vice Chairperson and a Secretary who shall perform the usual duties of their respective offices.

The Committee's Chairperson shall be responsible for coordinating and supervising the Committee activities and meetings to ensure that the Committee's responsibilities are met. The Chairperson will represent the Committee to the Board and attend at least one Board meeting quarterly and as the Board may demand.

The Committee's Secretary shall be responsible for maintaining the Committee's membership roster, assisting the Chairperson in preparing the meeting minutes and

reports for the Board, and in general, maintaining written documentation of the Committee's decisions and activities.

The Committee shall publish minutes for all meetings where any Committee decisions are made. Minutes will be provided to the Management Agent for distribution to the Board and to keep on file. Minutes are available for property owners' review upon request.

Regular meetings of the Committee shall be held as necessary to carry out the Committee's responsibilities. A majority of the Committee members shall constitute a quorum of the purpose of conducting Committee business. All Committee meetings shall be open to the public. The date, time, and location of or access to meetings shall be provided to the Management Agent for publication in accordance with the Maryland Homeowners Association Act, the Governing Documents.

ARTICLE IV POWERS AND RESPONSIBILITIES

The Committee is charged with the responsibility of advising and assisting the Board by developing, recommending, and implementing operational and maintenance programs for the Pool Facilities, subject to the final approval and/or modification by the Board. In fulfilling its responsibility, the Committee shall be delegated the responsibility for performing certain duties, which include, but are not necessarily limited to, the following:

- A. Recommend to the Board an annual budget request that provides for the expenses and costs necessary for the maintenance, repair and operation, and lifeguard services of the Pool Facilities and the responsibilities of the Association related thereto, including, without limitation, any and all contracts for the pool related vendor(s) selected by the Board, if any;
- B. Provide the Board with recommendations for maintenance, enhancements, and improvements to the Pool Facilities;
- C. Assist the Management Agent in monitoring the performance of any and all pool related vendors selected by the Board to provide lifeguard and/or maintenance services to the Association and the Pool Facilities;
- D. Attend periodic meetings with the Management Agent and any and all pool related vendors to assess their performance, and to discuss contracted services;
- E. Obtain and review solicited proposals and contracts offered by pool related vendors;

- F. Develop, evaluate, and recommend to the Board policies and rules and regulations governing issues with the jurisdiction of the Committee;
- G. Adopt and publish procedures for the exercise of its duties;
- H. Maintain complete and accurate records of all actions taken; and,
- I. Perform additional duties and authority as the Board may grant or direct from time to time.

The Board has the power to determine the scope of responsibility of the Committee, and this Charter is not intended to create any restrictions or limitations on the Board's power to determine the jurisdiction of the Committee.

Notwithstanding the foregoing, the Board reserves the right to direct the Committee to discontinue any action as the Board, in its sole discretion, may determine. Moreover, the Committee is prohibited from taking any actions not delegated to it by this Charter or by a vote of the Board.

ARTICLE V MISCELLANEOUS

No Committee or Sub-Committee nor any of its members are authorized to obligate the Association in any financial or legal matter (including, but not limited to, contracting for services, borrowing money, purchasing equipment and supplies, or approving owner or third-party requests) on behalf of the Association.

The Committee members shall serve without compensation.

The effective date of this Charter shall be February 17, 2022.

WILSON'S GROVE HOMEOWNERS ASSOCIATION, INC.

ADMINISTRATIVE RESOLUTION NO.: 22-217C

Pool Committee Charter

The foregoing Pool Committee Charter was duly adopted by the Board of Directors of the Wilson's Grove Homeowners Association, Inc., at a meeting of the Board of Directors held:

February 17, 2022.

Motion by: Matt Gagliardi_____ Seconded by: Joseph Zuringa_____

VOTE:	YES	NO	ABSTAIN	ABSENT
	✓			
<u>Joseph Zuringa</u> <i>Director</i>	✓			
<u>Matt Gagliardi</u> <i>Director</i>	✓			
<u>Linda Robertson</u> <i>Director</i>				
_____ <i>Director</i>				
_____ <i>Director</i>				

ATTEST:

Linda Robertson
Secretary

2/17/2022
Date