



# Bridlepath Homeowners Association

## COMMITTEE TASKS

**Social Committee:** plan and implement community events such as garage sales, summer barbeque and similar events. Also, plan the non-business portion of annual meeting in January.

**Grounds Committee:** secure quotes for and supervise the contract for neighborhood maintenance; monitor common areas for needed maintenance, repair and safety issues; and organize clean up as need.

**Neighborhood Safety Committee:** organize emergency preparedness; liaise with police department and fire department; organize and lead neighborhood block watch or similar group; disseminate safety information to the neighborhood.

**Improvements:** research options, costs, permits, etc. for improvements to the sports court, tot lot, neighborhood signs, and common other common areas.

## APPROVAL PROCESS

Each committee is expected to deliberate on issues that come before it, including those issues they are directed to address by the board of directors. In most instances, the board will expect that a committee bringing a recommendation will have first sought the opinions of neighborhood residents. This may be done through written surveys, informal conversations, requesting the matter be placed on the agenda of a meeting of the homeowners association, etc.

All recommendations should be submitted in writing to the president of the board prior to the board meeting at which the issue will be voted upon. Recommendations should describe the various options available, the pros and cons of each option, and identify which option is being recommended by the committee.

No member of any committee is authorized to expend any funds at any time. All expenditures must first be approved by the board of directors. Purchases will be made by the board members who are currently approved to sign checks drawn on the Bridlepath HOA bank account.

*\* Please remember that each year most of the regular annual income of the association is already spoken for (insurance, utilities, maintenance, etc.)\**