

Committees

Board Approved August 12, 2026

Purpose

Association committees support the work of the Board by providing expertise, conducting research, developing recommendations, carrying out assigned projects, and encouraging member participation in the governance of the community.

This page explains how committees are organized, staffed, and operated and provides information for residents interested in committee service and for committee leaders responsible for committee administration.

Current Standing Committees

Architectural Control Committee (ACC)

Reviews construction and exterior modification applications.

Finance Committee (FC)

Assists the Board with financial planning, budgeting, and financial review.

Covenant Support Committee (CSC)

Supports covenant compliance and complaint review processes.

Community Service and Membership Committee (CSM)

Strengthens member engagement and organizes community events.

Communications and Publications Committee (CPC)

Oversees Association communications, including publications and the website.

Environment & Safety Committee (ESC)

Addresses environmental, wildfire mitigation, safety, and related community issues.

Nominating Committee (NC)

Recruits and evaluates candidates for service on the Board.

Governance Committee (GC)

Supports governance documents, policies, procedures, and Board effectiveness.

Volunteering for Committee Service

Residents interested in serving on a committee are encouraged to contact the Association office or the committee chair for additional information regarding current opportunities.

Committee Membership

Any adult residing in a member household may volunteer for committee service.

Non-members with relevant expertise may also serve with Board approval.

Committee members are nominated by the Committee Chair and appointed by the Board.

Committee Structure

The Board may establish Standing Committees and Special Committees as provided in the Bylaws.

Each committee operates under a Board-approved charter that defines its purpose, responsibilities, authority, membership requirements, and reporting relationships.

Committee Meetings

Committee meetings provide a forum for committee members to discuss issues, develop recommendations, plan activities, and conduct committee business.

Committee meetings are scheduled by the Committee Chair and conducted in accordance with the committee charter and applicable Association policies.

Committee meetings may be conducted in person or by real-time electronic means.

Committee Chairs should ensure all participants have an equal opportunity to participate in the discussion and conduct committee business.

Committees maintain minutes of their meetings, provide a copy to the Board, and present them as an agenda item at the next Board meeting.

Committee Leadership

Each committee is led by a Chair appointed by the Board.

Committee Chairs are responsible for:

- Coordinating committee activities and meetings.
- Communicating with committee members.
- Reporting committee activities and recommendations to the Board.
- Plan next year's activities and submit funding requests to the Treasurer for the annual budget.
- Supporting the annual committee reviews and membership recommendations.

Budget Planning

To meet the annual budget schedule, each Committee Chair shall identify anticipated activities and related funding needs for the coming year and submit budget requests to the Treasurer.

Annual Review of Committee Charters and Effectiveness

Following the Annual Meeting and submission of annual committee reports, the Board reviews each committee's charter, purpose, and effectiveness to ensure committees remain aligned with the Association's needs and priorities.

As part of this review, the Board may consider:

- Whether the committee's purpose remains relevant.
- Whether the committee continues to support Association goals and responsibilities.
- Whether the committee charter remains current and consistent with the Bylaws.
- Whether modifications to committee responsibilities, membership, or reporting relationships are appropriate.
- Whether the committee should continue, be reorganized, merged with another committee, or be dissolved.

Committee Chairs may be asked to provide input regarding committee activities, accomplishments, challenges, and future needs as part of this review.

Annual Review of Committee Membership

Following the Board's review of committee charters and effectiveness, committee chairs review committee membership and recommend appointments or reappointments for the coming year.

Committee Chairs should:

- Confirm continued interest and participation of current members.
- Identify vacancies or needed expertise.
- Recommend membership changes to the Board.
- Assist in recruiting prospective committee members when appropriate.

Committee membership and reappointments are subject to Board approval.

Resources for Committee Chairs

- Committee Charters - formatting of Charters shall follow the Governance Committee formatting.
- Current Committee Membership Roster

Governing Authority

- [Bylaws Article VIII](#)
- [Code of Conduct for Board Members, Volunteers, and Members in Official Roles](#)
- [Conflict of Interest Policy](#)