

**Turtle Rock Community Association**

Charter for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

as of Click or tap to enter a date.

**Purpose:** The purpose of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Choose an item. is to:

**Authorization:** This Choose an item. was established by the Association Board of Governors (Board) on Click or tap to enter a date. to serve at the pleasure of the Board.

**Membership/Terms:** The Choose an item. will consist of up to Choose an item. members. The Board will appoint all members as recommended by the Board Liaison. Choose an item. Appointed by the Board. All members will serve until the close of the next Annual Members meeting unless removed by the Board prior to that date.

**Structure:** The Choose an item. shall appoint its Chair. The Chair will prepare the agenda and for and facilitate all meetings. Minutes shall be prepared and distributed to the Board. Ultimately, the members work on behalf of the community and report to the Board via its Liaison, who will bring recommendations for action to the Board for vote.

**Meetings:** This Choose an item. shall meet (frequency and day & time if possible), or as deemed necessary, to carry out the designated activities and functions. The Community Association Manager (CAM) may also be requested to attend, but only on an as-needed basis.

**List of** Choose an item. **Activities/Functions:**

**Reporting Requirements:** Minutes will be prepared whenever it meets and submitted to the CAM at least one week prior to Board meetings for inclusion in Board information packets. The Chairperson, or an appointed member, will be present at Board meetings any proposals or recommendations to be considered.

**Authority:** This Choose an item. has no authority to enter into contracts or agreements with any third parties on behalf of the Association or the Board. Authorization for expenses rests solely with the Board. Members may supervise and direct vendors but only to the extent of performing their contract obligations as previously approved by the Board.

**Budget:** This Choose an item. has no assigned budget. Any expense requests will require Board approval. Requests should be prepared using the Proposal for Board Approval template and be submitted to the FIRRM for budget and account review two weeks prior to a Board meeting.

**Board of Governors Charter Approval Signature and Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_