

Bermuda Greens Condominium Association

Social Committee Charter

1. Purpose

The Social Committee ("Committee") is established by the Board of Directors ("Board") of the Bermuda Greens Condominium Association ("Association") to promote a sense of community and encourage positive interaction among residents through social, recreational, cultural, and community-building activities. The Committee shall organize and coordinate social events and activities held primarily at the Association clubhouse and other common areas throughout the calendar year, subject to Board oversight and approval.

2. Authority and Oversight

The Committee is an advisory and operating committee of the Association and operates under the authority, direction, and oversight of the Board of Directors. The Board retains ultimate authority over:

- A. Committee appointments and removals
- B. Approval of Committee policies and procedures
- C. Financial oversight and budgeting
- D. Use of Association common areas
- E. Suspension or cancellation of Committee activities
- F. Interpretation of governing documents and Association rules
- G. The Committee shall comply with all Association governing documents, rules, policies, and applicable laws.

3. Objectives

The objectives of the Committee include:

- A. Planning and hosting community social events
- B. Encouraging resident participation and neighbor interaction
- C. Supporting a welcoming and inclusive community atmosphere
- D. Promoting responsible use of the clubhouse and common areas
- E. Assisting in communication of upcoming events and activities to residents. Examples of events may include:
 - 1) Holiday gatherings
 - 2) Seasonal celebrations
 - 3) Game nights
 - 4) Educational or cultural programs
 - 5) Community dinners or potlucks
 - 6) Fitness, hobby, or recreational activities

4. Membership

4.1 Composition

The Committee shall consist of volunteer Association members or residents in good standing, as determined by the Board.

4.2 Appointment

The Board may appoint the Committee members and Committee Chair or authorize the Committee to elect a Chair from among its members. The Board may designate a Board liaison to serve as a non-voting advisor.

4.3 Term

To ensure the Committee remains dynamic and accessible to all interested individuals, a standard term of two years will be established for all members. However, members and the Chairperson may be reappointed by the Board.

4.4 Removal

Any Committee member may be removed by the Board at any time, with or without cause.

4.5 Committee Officers

The Committee may include the following officers (Officer positions may be combined if necessary):

- A. Chairperson
- B. Vice Chairperson
- C. Secretary
- D. Treasurer (if authorized by the Board)

4.6 Chairperson

The Chairperson shall:

- A. Coordinate meetings and activities
- B. Serve as liaison to the Board
- C. Ensure compliance with this Charter and Board directives

5. Meetings

The Committee may meet as needed to plan and coordinate activities. Meeting procedures may be informal; however:

- A. Major decisions should be documented
- B. Take meeting minutes and provide them to the Board for record
- C. Detailed financial records shall be maintained
- D. The Board may request reports, financials or meeting summaries at any time and they shall be provided within 10 days of the request
- E. A majority of Committee members shall constitute a quorum for conducting Committee business.

6. Financial Management

6.1 Event Funds

The Committee may collect money from residents for approved social events as stated in the Bermuda Greens Declaration documents. All funds collected by the Committee are Association funds and shall be recorded and turned over to the property manager for handling in accordance with Association financial policies and Board direction. Funds include:

- A. Ticket sales
- B. Participation fees
- C. Any voluntary contributions, including raffles and contest monies.

6.2 Financial Controls

No Committee member may personally profit from Committee activities. The Committee shall:

- A. Maintain accurate records of all receipts and expenditures
- B. Submit approved expenditures to the Association property manager for payment
- C. Only collect funds to cover the actual cost of each specific event. No additional funds may be collected for any one event to subsidize or lower the cost of other events.
- D. Submit financial reports to the Board upon request
- E. Promptly turn over all collected funds to Association property manager for deposit in Association approved account
- F. Avoid cash transactions whenever practical
- G. Submit approved expenditures by Committee members with proper documentation for reimbursement by the Association property manager or Board Treasurer

6.3 Budget Approval

The Board may establish:

- A. Annual social budgets
- B. Spending limits
- C. Event approval requirements

6.4 Limits

Any expenditure exceeding limits established by the Board must receive prior Board approval.

7. Use of Clubhouse and Common Areas

The Committee may schedule and use the clubhouse and other common areas for approved events, subject to:

- A. Existing reservation policies
- B. Occupancy limits
- C. Noise restrictions
- D. Safety requirements
- E. Cleanup responsibilities

8. Conduct

The Committee shall ensure that events are conducted in a respectful and safe manner.

9. Insurance and Liability

The Committee shall not enter into contracts or agreements on behalf of the Association unless expressly authorized by the Board. The committee will not provide any alcoholic beverages during any event. The Board may require:

- A. Vendor insurance certificates
- B. Event permits
- C. Signed agreements
- D. Security deposits

10. Risk

Participants attend events at their own risk, subject to applicable law and Association insurance coverage.

11. Communications

All communications shall be consistent with Association policies and standards. The Committee may publicize events through Association-approved communication channels, including:

- A. Email notices
- B. Newsletters
- C. Bulletin boards
- D. Community websites or portals

12. Non-Discrimination

Committee activities shall be open to all residents and guests consistent with Association rules and occupancy limitations. The Committee shall conduct its activities in a fair, respectful, and non-discriminatory manner.

13. Term and Dissolution

The Committee operates under the authority, direction, and oversight of the Board. The Board may amend this Charter, modify the Committee's responsibilities, suspend its activities, or dissolve the Committee at any time.

14. Adoption

This Charter was adopted by the Board of Directors of the Bermuda Greens Condominium Association on June 23, 2026 and shall remain in effect until amended or repealed by the Board.

Board President: *Gary Dunn*
Secretary: *Lorrie Beaumont*
Date: June 23, 2026