

FAIRFIELD PLANTATION PROPERTY OWNERS ASSOCIATION
COMMITTEES

Asset Management & Strategic Planning

This committee shall develop and maintain the strategy, objectives, and master plan for future improvements to the Association infrastructure and assets, and monitor activities toward planned objectives. Changes to the Strategic Plan, once accepted, will require a majority vote of the Board in a regularly scheduled meeting, prior to implementation. The committee shall maintain a current listing of Association assets with corresponding value, and lifecycle expiration. This committee will coordinate with the Budget, Finance & Insurance Committee to determine the annual reserve fund requirements for asset replacement and/or maintenance.

Executive

There shall be an Executive Committee to meet the emergency business demands of the Association with such powers as the Board may delegate. Committee responsibilities shall include, but not be limited to: the upkeep, maintenance and repair of any and all office and related equipment; the staffing and supervision of all employees; maintenance and updates to the Owner/Lessee Handbook and Employee Handbook. The Executive Committee shall consist of the four (4) Board Officers and/or any other Director so appointed by the Board. All Members of the Executive Committee shall serve for a term of one year or until successors are elected. Three members of the Executive Committee shall constitute a quorum. All meetings and actions of the Executive Committee shall be documented and distributed to the entire Board for review prior to the next Board meeting.

Budget, Finance, and Insurance

This committee shall supervise the annual audit of the Association's books and financial statements. It shall be responsible for the preparation and composition of the annual budget which it will present to the Board for approval no less than two (2) months prior to the beginning of each fiscal year, and shall perform such other related functions as the Board in its discretion determines. The committee shall compile and present insurance recommendations to the Board as needed. The Treasurer shall be an ex-officio member of the committee.

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Community Relations Committee

This committee shall promote member communications by creating a sense of harmony, spirit and pride within Fairfield; shall establish and maintain positive and meaningful relationships with agencies outside the community.

Community Patrol

This committee shall advise the Board on all matters pertaining to, but not be limited to, roadways, gate control, etc. It shall propose such rules and regulations necessary to perform its functions and, upon Board approval, disseminate and enforce the approved rules and regulations.

Elections

This committee, as approved by the Board, shall include at least three (3) directors with one or more years remaining to serve beyond the current year, shall be responsible for organizing any and all things needful and necessary to conduct the annual election of the Association; recommending to the Board for approval such rules and procedures it deems needful and necessary to conduct the annual elections in a fair and confidential manner; and recommending to the Board for its approval such rules and procedures it deems needful and necessary to assure a fair and orderly manner in which candidates may apply for election to the Board. Changes to rules or procedures regarding elections or nominations must be finalized and approved by the Board no less than sixty (60) days prior to the annual meeting to be held that year. The committee shall be responsible for distribution and handling of the election materials, plus tabulation of election results.

Fire Protection

This committee shall advise the Board on matters pertaining to the fire protection of the community and shall be responsible for the management of the fire houses, training of the firefighting personnel, procurement and installation of adequate firefighting equipment, and shall perform such other related functions as the Board, in its discretion, determines and approves.

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Lakes & Dams

This committee shall advise the Board of requirements for the upkeep, maintenance, repair and the use of the lakes, dams, the Association owned docks and lake-walls, and the island, including recommendation to the Board of such rules and regulations it may deem appropriate regarding any or all of these facilities and areas.

Property Control

The President shall not chair this committee. The Committee members and the chairman shall be appointed by the Board; shall perform the duties described in the Declaration. It shall perform such other functions as the Board, in its discretion, shall determine and direct. Variances may be granted by the Property Control Committee when, in their unanimous concurrence, such a variance is not contrary to the interests, welfare or rights of all or any part of the real property subject hereto or owner thereof. Variances will be held to a minimum and granting of such variances will be fully documented, and available for inspection by the Board and Association membership. The Property Control Committee shall propose updates to the Construction Manual to the Board for approval.

Recreation

This committee shall advise the Board and the Roads/Maintenance Committee on matters pertaining to the maintenance and repair of any and all recreational facilities owned by the Association, including the beach, the beach building, the recreation building, pool, basketball courts, miniature golf course and the entire recreational area, the Marina building and the outside area around and surrounding the Marina; and, to plan, arrange and supervise any and all recreation related activities.

Roads/Maintenance

This committee shall advise the Board on all matters pertaining to the maintenance, repair and improvement to the roads, common properties and other facilities owned by the Association.