



WELCOME COMMITTEE CHARTER

PREAMBLE

The By-Laws of the Bull Point Plantation Property Owners Association (BPPOA) provides the Board of Directors (BOD) with the authority to appoint committees “as it deems appropriate” in carrying out its purpose. Pursuant to such authority, the BOD has appointed the Welcome Committee to provide it with advice and counsel to carry out the BOD’s purpose, as delineated in this Charter, and as may be revised from time to time by decisions approved by a vote of a majority of the members of the BOD.

The BOD has authorized the elected Chairperson of this Committee to inform the BOD of the status of ongoing endeavors undertaken by the Committee, and, in turn, to provide the Committee with guidance and direction as to the policies, decisions, and priorities of the BOD to ensure that the ongoing work of the Committee is consistent with its Charter and the BOD’s purpose.

PURPOSE/RESPONSIBILITIES

The purpose of the Welcome Committee is to provide information and assistance to new lot and homeowners as they become members of the Bull Point Community.

The Committee responsibilities are the following:

- Work with Atlantic States Management (ASM) and the Architectural Review Administrator to create an effective means of communication to be informed of new members
- Reach out to new owners as soon as reasonably practical
- Create a welcome packet for each new member that includes pertinent information related to regulations, amenities, BPPOA communication modes, National Wildlife Certification and FireWise booklets, committee opportunities, and social activities calendar
- Conduct “meet and greet” events for new and current members

REQUIREMENTS FOR MEMBERSHIP/REMOVAL

- The Committee shall consist of no less than three (3) members
- Committee members serve at the pleasure of the BOD
- Absence by any Committee member from three (3) consecutive meetings without excuse will be reported to the BOD

MEETING FREQUENCY

- The Committee shall elect a Chairperson and may rotate the Chair amongst its members at the discretion of the Committee
- The BOD shall be notified when changes in the Chair occur
- The Committee shall meet quarterly and may choose to meet more frequently when necessary
- The BOD may request special meetings of the Committee

COMMUNICATION & REPORTING

- Minutes must be recorded and submitted to the BOD within ten (10) days of each meeting
Minutes shall include the date, time, place, member attendance and all votes of the meeting
- The Committee will notify ASM and the BOD if an issue arises from Committee interaction with a property owner
- The Chairperson may be required to report to the BOD or to a meeting of the owners

AUTHORITY

- The Committee shall not direct vendors or contractors unless and only to the extent specifically authorized by the BOD. Such authority may then be exercised by the Committee or by any member of the Committee designated by the Chairperson to act on the Committee's behalf
- Only the BOD may enter into, modify, or terminate a contract