



## **BULL POINT PLANTATION SECURITY COMMITTEE**

### **PREAMBLE**

The Amended By-Laws of the Bull Point Plantation Property Owners Association (the “POA”), provides the Board of Directors (the “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 Security Committee (the “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 appointed a member of the BOD to serve as its liaison to the Committee (the “Board Liaison”). The BOD has authorized the Board Liaison to observe and 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**

This committee identifies safety hazards and security issues as well as develops programs to promote the safety and security of the community. The committee seeks to address physical security, access systems, cameras, guard procedures and training, lighting, and all other security related matters. The committee performs a vulnerability assessment of Bull Point, works with safety and security vendors, establishes best practices, and develops alternative courses of action. The Committee will review, evaluate, and comment on property owner or staff concerns and requests as communicated to the Committee, offer the Board recommendations on such requests that they have considered, and work with staff on such matters.

### **CHARTER / RESPONSIBILITIES**

In accomplishing these goals, the Board of Directors shall assign the Committee with tasks from time to time that may include, but are not limited to:

- The committee shall elect a chairperson.
- Evaluate safety and security related issues of the community, common area property and buildings.
- Review incident reports from our contracted security company
- Maintain ongoing liaisons with other committees to ensure all association needs are met.
- Recommend policy and procedure to the BOD regarding safety and security of the association.
- If recommended by the BOD to work with local law officials on the needs of the association, crime issues, and traffic concerns within the community.
- Periodic evaluation of the POA property to identify possible security concerns.
- Provides regular updates to the BOD for communication with the POA for website, newsletters or other communication related to safety and security issues.
- Providing a report to the BOD at least annually to include actions since the preceding report, immediate and future issues and possible solutions, priorities, and potential financial implications.
- Accept the Board Liaison’s guidance and direction as to the policies, decisions, and priorities of the BOD.



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### **REQUIREMENTS FOR MEMBERSHIP / REMOVAL**

- The Committee shall consist of no less than three (3) members.
- Committee members serve at the pleasure of the BOD.
- Committee members should have an interest in ensuring the safety and security of the community.
- Background or experience in safety and security, or similar experience are highly desirable.
- Absence by any Committee member from 3 or more consecutive meetings without excuse will be reported to the BOD.

### **MEETING FREQUENCY**

- The Committee will rotate the Chair amongst its members at the discretion of the Committee.
- The Committee shall meet at least monthly.
- The BOD may also request special meetings of the Committee.

### **COMMUNICATION & REPORTING**

- The Chairperson must submit an agenda at least three (3) days prior to a scheduled meeting in order to ensure that all members can review the agenda and prepare for the meeting.
- Minutes must be recorded and submitted to the BOD within ten (10) days following each meeting. Minutes shall include the date, time, place, member attendance and all votes of the meeting.
- The Committee will notify the Association Management and/or the BOD Liaison if an issue arises from Committee interaction with a owner.
- The Chairperson may be required to report to the full BOD or to a meeting of the owners.
- The Committee may be required to produce reports for publication on the POA website.

### **AUTHORITIES**

The Committee shall not direct vendors/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.

- Notwithstanding the foregoing paragraph, each Committee member shall have the authority to cause a vendor/contractor to stop work if there is a concern over legality, safety, or a strong potential for an unplanned outcome. Any such action shall immediately be communicated to the BOD and the Association Manager.
- Only the BOD may enter into, modify, or terminate a contract.