

Activity Committee Charter

1. Purpose/Goal: The Activity Committee serves as a Committee of the Country Roads RV Village Board Directors, to develop a social program to build a cohesive and active community as well as to help implement and evaluate community events, programs and activities sponsored by the Country Roads RV Village Homeowners Association. The Committee will advise and assist the Activities Director with regard to community events, programs and activities, by planning an annual calendar of community events, and acting as an organized volunteer force to produce and facilitate these events, programs and activities.

2. Members: The Committee chairman shall be the Activity Director. The executive members of the committee must be approved by the Country Roads Board President after a submission by the Activity Director. In addition, there shall be elected vice chair and a secretary. Various sub or department leaders may be appointed by the chair from committee members. The executive committee shall consist of however many members as the Activity Director deems appropriate. All member, excluding the Committee Chair, will have 1-year terms beginning in April 1st to March 31st and member will be reinstated yearly if they wish to continue. Names of proposed executive members of the committee will be annually submitted by the chairman to the Country Roads Board President for approval. There shall be three types of Committee members consisting of Committee Chair and Officers, Executive Committee Members, and Committee Members.

Prospective Members: Prospective new Activity Committee Members must volunteer on a regular basis for half a season (3 months), volunteer at least once to all Activity Committee Sponsored Events, and attend 50% of committee meetings before a vote can be taken by the executive committee prior to voting on a recommendation of approval or disapproval for the Country Roads Board President. This will allow prospective members to have an accurate understanding of committee member responsibilities and expectations prior to committing to being an active member of the Activity Committee. (Activity Committee Sponsored Events are as follow but not limited to: Decades Dances formally known as Sock Hops, Fish Frys, Ice Cream Social, Card Bingo, Saturday Dances, Happy Hours, Shows, Mini-Shows, Community Fundraisers, Special Dances, Dinners and/or Events etc.)

Inactive Members: Committee member will be considered inactive after a period of Ninety (90) Days of no participation and/or if 6 meetings have been missed (excluding emergency absences). Executive committee members will be considered inactive after a period of Forty-five (45) Days of no participation and/or if 4 meetings have been missed (excluding emergency absences). Any inactive members or executive members are subject to review by the executive committee to determine status on the Activity Committee and/or Executive Committee.

3. Meetings: All Committee meetings must conform to the Arizona statute (ARS 33-1804) on open meetings and sufficient due notice must be posted of all meetings. All meetings are open to attendance by homeowners. Minutes must be kept of all meetings. The Committee will meet every 2-weeks commencing in October through March during season. The committee will meet as needed during the summer months of April through September.

4. The primary duties/responsibilities of the Activity Committee are:

- Committee members will be given job titles and positions within the committee as the Activity Director sees fit.
- Be involved as part of a team to assist the Activity Director in making sure that Country Roads delivers top quality entertainment and special events to our homeowners and guests.

- Accept leadership tasks related to fund raising events and work with other volunteers to help team success for each event we have.
- Be available to work as directed in all fund raising, entertainment and other ballroom functions required as well as other functions which become the purview of the committee.
- Organize and schedule volunteers to work all activities in the ballroom and other functions as deemed appropriate.
- Serve as a sounding board to the Activity Director by reviewing entertainment selections and considering new ideas and plans.
- Work to inform event volunteers as to their proper job function, line of communication and expected performance standards.
- Be leaders in encouraging and recognizing the work our volunteers perform.

5. The Activities Committee Charter is to be reviewed annually by the Activities Director and change are to be made at this time if needed.

Charter Last updated: Meredith Roach & Dave Wiley 2016

Charter Last Updated Carrie Matus & Rhonda Obus 10/16/2021

Cmatus

Activities Committee Chair

Date

Pat Tuckwell

CRRV Board President

11/30/2021

Date