

# Activities Committee Charter

## **I. Purpose**

The primary function of the Activities Committee is to serve as committee of the Jonathan Association Board of Directors with the purpose of planning and hosting scheduled community activities. The goal of Activities Committee is to create fun events that build a sense of community, which aims to bring Jonathan residents together.

The activities include, but are not limited to:

Jonathan Annual Festival of Garage Sales  
Jonathan 4<sup>th</sup> of July Celebration  
National Night Out  
Cocoa and Coasting Sledding Party  
Spring Clean-Up  
Fall Clean-Up

## **II. Organization/Quorum**

The Activities Committee will be a standing committee and shall be comprised of at least one but not more than three members of the Board of Directors. It is recommended that a member of the Board of Directors serve as the committee's chairperson. Committee members should have a passion for building a sense of community as well as in good standing with the Association. The Board of Directors shall approve committee members. If the chair is vacant, the committee chair will default to the next Director member of the committee, unless director refuses appointment. In the event of refusal, the chair will default to the highest-ranking Director member of the Executive Committee.

## **III. Term of Office**

Committee members shall serve for one year subject to renewal by mutual agreement of the member and the Board.

## **IV. Meetings**

The Activities Committee shall meet on an as-needed basis, and email communication is highly encouraged.

## **V. Responsibilities and Duties**

Chairperson's Responsibility

- Point of contact for the Committee
- Schedule and organize meetings
- To be available to on-sight property manager(s) for activities communication support
- Report updates and requests to the Board of Directors monthly
- Appoint and remove committee volunteers as needed

Members Responsibility

- Committee Representatives
- Collaborate with members of the committee in an effort to develop new activities initiatives
- Carry out the actions of the committee.

**VI. Activities Descriptions**

- Jonathan Annual Festival of Garage Sales
  - Held on the last Saturday of April
- Jonathan 4<sup>th</sup> of July Celebration
  - Held on the 4<sup>th</sup> of July
- National Night Out
  - Held the first Tuesday in August
- Cocoa and Coasting Sledding Party
  - Held the second Saturday in December
- Spring Clean-Up
  - Held the first Saturday in May
- Fall Clean-Up
  - Held the last Saturday in October

The dates as they relate to their respective event are subject to change.

\_\_\_\_\_  
President, Board of Directors

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vice President, Board of Directors

\_\_\_\_\_  
Date

\_\_\_\_\_  
Treasurer, Board of Directors

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary, Board of Directors

\_\_\_\_\_  
Date

\_\_\_\_\_  
Member, Board of Directors

\_\_\_\_\_  
Date