

BAREFOOT RESORT RESIDENTIAL HOMEOWNERS ASSOCIATION, INC.

BEACH CABANA COMMITTEE CHARTER

WHEREAS, Article III (A), Section I of the Barefoot Resort Residential Homeowners Association, Inc.'s (Association's") Bylaws provides that "the affairs of the Association shall be governed by a Board of Directors;"

WHEREAS, Article III (C), Section 16 of the Bylaws provides that the Board of Directors "shall have all of the powers and duties necessary for the administration of the Association's affairs ...,"

WHEREAS, Article V of the Bylaws states that the Board may authorize committees to perform such tasks and to serve for such periods as may be designated by the Board, that each committee shall be composed and shall operate in accordance with the terms of the resolution of the Board of Directors designating the committee, that unless otherwise provided in the resolution, the members of a committee shall be appointed by the Board and shall serve at the pleasure of the Board, and that any committee member may be removed by a majority of the members of the Board, with or without cause, at any time, and with or without a successor being named;

WHEREAS, the Board of Directors deems it necessary and desirable and in the interest of the individual lot owners and the Association to establish a committee to advise and assist the Board in the operation, care, upkeep, and maintenance of the Barefoot Resort Beach Cabana;

NOW, THEREFORE, THE BOARD OF DIRECTORS RESOLVES THAT a Beach Cabana Committee is established, having the following terms of reference:

I. RESPONSIBILITY

The Beach Cabana Committee shall serve at the pleasure of the Board of Directors. The primary purpose of the Beach Cabana Committee is to advise the Board on the need for, and the operation and maintenance of the Beach Cabana, including:

A. Providing recommendations, about the need for, estimated cost of, and the timing of, new amenities at the Beach Cabana.

B. Providing recommendations about a maintenance and repair program for the existing Beach Cabana area facilities. Annually, in conjunction with the Management Agent, conduct a physical inspection of the Beach Cabana area facilities owned by the Association.

C. Providing recommendations about the operation, maintenance, and security of equipment at the Beach Cabana with the intent of maximizing utility, improving service life, and reducing operating costs.

D. Monitoring the Association's budget performance for repairs and maintenance for facilities, recreational programs, and assist in formulating the annual budget each year based on developed programs and improvements in Association services. Be prepared to report concerns and develop solutions for budget overruns to the Association's Board of Directors.

E. The Committee shall perform such other tasks as may be assigned from time to time by the Board.

II. MANNER OF ORGANIZATION

A. Membership

1. The Beach Cabana Committee shall consist of at least five (5) and no more than seven (7) members appointed by the Board of Directors. The Committee should recruit and nominate prospective members for appointment by the Board. The Committee will interview prospective appointees prior to presenting slate to the Board. For the purpose of conducting its business, a simple majority of members shall constitute a quorum.

2. Committee members shall be owners in Barefoot Resort Residential Association. The Management Agent will be an ex-officio, non-voting member and will act as an advisor to the Committee.

3. Members of the Board of Directors shall be informed of scheduled committee meetings and may attend and participate in the meetings of the Committee but may not vote on any motion before the Committee.

B. Terms

1. The Beach Cabana Committee members shall serve a term of two (2) years and may be appointed for consecutive terms without limit by the BRRRA BOD.

2. In an effort to promote continuity, terms should be staggered so that one-third or the closest number to one-third of the Committee membership is appointed or reappointed each year.

3. Terms of committee members will begin on January 1 and end on the last day of December.

4. The Beach Cabana Committee Chair shall be a member of the committee and shall be appointed annually by the BRRRA Board of Directors. Meetings without the presence of the Chair are not anticipated; however, should such an occasion occur, the Chair may appoint a substitute to lead the meeting.

5. The Board may remove a member of the Beach Cabana Committee, with or without cause. Vacancies may be filled by appointment of the Board.

6. The Beach Cabana Committee Chair will designate a recorder from among the committee members. The Recorder shall be responsible for maintaining committee records, minutes of meetings, and assisting the Chair in preparing quarterly, special, and annual reports to the Board of Directors.

III. MANNER OF OPERATION

The Beach Cabana Committee shall conduct its business in the best interest of the Association and in accordance with this Charter, the Association's Declaration, Bylaws and Rules and Regulations. However, any recommendation to the Board shall be forwarded only when a quorum is present. The Committee will take no action on behalf of the Association without the prior authorization of the Board of Directors as reflected in the Association's minutes.

A. Function of the Chair

1. Coordinate all committee activities and preside at all committee meetings.
2. Prepare required reports to the Board.
3. Represent the committee to the Board.
4. Prepare recommendations on annual budget proposals, if applicable, and submit to the Management Agent as requested.

B. Meetings

1. The committee will meet as often as deemed necessary by the Chair with notice to all members and the Board of Directors, but no less than two times per year.
2. The committee will determine its own meeting agenda.
3. Meetings shall normally be conducted in an open forum; however, the Committee shall, at its own discretion, and subject to the provisions of applicable statutes, have the option of conducting open or closed meetings dependent upon what the Committee, at any given time, deems to be in the best interest of conducting the Committee's business.

C. Reporting

1. The Beach Cabana Committee will provide reports as requested, summarizing its activity to the Board of Directors.
2. The recorder or interim recorder shall prepare and submit through the Chair minutes of all Committee meetings. Copies of all approved meeting minutes shall be delivered to the Management Agent and Board of Directors as soon as practical.

REVISED CHARTER APPROVED: 
President, BRRRA Board of Directors

3-13-17
Date