

Discussion Item

Proposed Special Events Committee

Terms of Reference

PARKFAIRFAX CONDOMINIUM UNIT OWNERS ASSOCIATION

ADMINISTRATIVE RESOLUTION NUMBER _____

SPECIAL EVENTS COMMITTEE

TERMS OF REFERENCE

WHEREAS, Article III, Section Two of the Parkfairfax Condominium Unit Owners Association Bylaws assigns the Board of Directors with “... all of the powers and duties necessary for the administration of the affairs of the Unit Owners Association...” and further states that the Board of Directors “... may do all such acts and things as are not by the Condominium Act, the Declaration or by these Bylaws required to be exercised and done by the Unit Owners Association.”
AND

WHEREAS, the Board of Directors, from time to time, may desire to sponsor certain special events which do not fall within the purview of another committee; **AND**

WHEREAS, the Board of Directors recognizes the need to plan and seek services for such special events which would be provided by or through the Association;

NOW THEREFORE, BE IT RESOLVED THAT there be established a standing committee to advise and assist the Board of Directors in planning and executing special events to benefit the owners and residents.

RESPONSIBILITY

The primary responsibility of the Special Events Committee is to advise and assist the Board of Directors and Management in the planning and executing of special events as approved by the Board which are not already under the purview of another committee; to recommend provision of services for these events; and to recommend methods of financing and budgeting for such events.

Examples of the type of special events would be celebration of anniversaries, Movie Nights on Washington Island, and one time events requested by unit owners which would not be undertaken by another committee.