



STEEPLECHASE COMMUNITY SERVICES ASSOCIATION

WELCOME COMMITTEE

CHARTER

Effective March 6, 2002
Reviewed and revised July 19, 2010

WHEREAS the By-Laws, Article IX, Section 1 of Steeplechase Community Services Association empowers the Board of Directors to establish committees, "...the Board of Directors shall appoint other committees as deemed appropriate in carrying out its purpose.";

WHEREAS the Board has approved the proposal for current Owners to greet and welcome all new Owners of Steeplechase;

NOW, THEREFORE BE IT RESOLVED THAT a Welcome Committee is chartered under the following guidelines:

WELCOME RESPONSIBILITIES

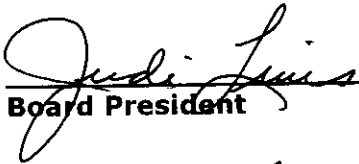
1. Committee members should arrange to meet new residents as soon as practical after the Committee Chair receives information from Management that a new resident has moved into the Community.
2. Committee members will deliver to each new Owner a Welcome Gift, which has been approved by the Board.
3. Committee representatives will attempt to secure a phone number from the new residents so that a meeting can be set up with members of the Board and/or Rules Committee. Such information shall be passed on to the Board President.
4. Information provided to the Welcome Committee Chair during this process may not be used for any purpose other than those listed herein.

GENERAL RESPONSIBILITIES

1. The Committee is advisory and does not have authority to make commitments on behalf of Steeplechase.
2. An agenda and minutes shall be prepared for every Committee meeting. Copies of these documents must be sent to all Board members, to Management and to the Internet Committee Chair.

3. The Committee shall submit an article for each edition of the Newsletter.
4. The Committee shall prepare and submit a budget proposal to the Board each year reflecting anticipated spending for the following year.
5. Complete projects as directed by the Board.

ATTEST:



Board President

7-19-10
Date



Board Secretary

7-19-10
Date