

Lakewood National Golf Club, Inc. Facilities & Grounds Committee Charter

Effective TBD

The Facilities and Grounds Committee of Lakewood National Golf Club, Inc., hereinafter LWN, assists the Board of Directors (“Board”) by provide guidance regarding the common areas, security, and physical plants of LWN.

Role and Responsibilities

1. Working with the management company, advise the Board on matters concerning LWN’s common facilities, security, infrastructure, landscaping, landscape maintenance standards, condition of structures, preserves and lakes.
2. Assist the Planning and Finance Committees on Long Range Plans/Capital Improvements and the annual budget related to Facilities and Grounds.
3. Prepare recommendations to the Board for updates, changes, modifications to maintenance standards for all LWN facilities and grounds.
4. Assist the Emergency Management Team to develop/update/assist in planning and implementing Emergency Action Plans.
5. Review maintenance logs and preventive maintenance schedules.
6. Working with the management company, conduct annual facilities and grounds conditions/assessment audits. Provide assessments to the Board.
7. Working with the management company, monitor the status of identified deficiencies and track corrections.
8. Monitor community satisfaction of facilities and grounds conditions, landscaping and maintenance.

Meetings

1. The Committee shall meet at least semi-annually and more frequently as the Chair deems necessary or at the request of the Board.
2. If the Board has delegated decision making authority to the committee, notice of a meeting of the Committee must be posted in a conspicuous place in the common area at least 48 hours prior to the meeting
3. All matters are decided by a simple majority of the Committee members present, provided that there is a quorum of at least a majority of the members.
4. The Committee Chair shall regularly report to the Board regarding the committee’s activities and, if appropriate, propose motions or action items to the Board.

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Membership

1. The Committee shall consist of no fewer than 3 nor more than 7 members. There shall always be an odd number of members.
2. Committee members should have experience in facility and/or grounds maintenance, civil or structural engineering, construction and/or landscaping.
3. The Board appoints the Chair and Committee members. The Board may dismiss the Chair or Committee Members, with or without cause.
4. Board members may not be members of the Committee.
5. Committee members shall be members in good standing of LWN.
6. Committee Membership is limited to no more than four consecutive annual terms, the Chair is limited to 2 consecutive annual terms.

*Any conflict, between this Charter and the Lakewood National Governing Documents, the following order of priority shall apply: Declarations, Articles of Incorporation, Bylaws, followed by the Rules & Regulations.