

Newsletter Committee Charter

Village Grande at English Mill Homeowners Association

Purpose

The purpose of the Village Grande of English Mill (VGEM) Newsletter is to inform and provide the community of news, events and other pertinent information.

Scope of Authority

The Newsletter Committee was established by the Board of Trustees (BOT) of the Homeowners Association pursuant to Article XI of the By-Laws of VGEM. The Committee is under the direct supervision of the BOT and serves at its pleasure. The Committee has no expressed or implied power or authority.

Membership

Committee membership is limited to members in good standing of the Homeowners Association. Chairpersons and members may be appointed or removed by the Board of Trustees. The Chairperson shall be the primary point of contact and lead the Committee in its duties.


Responsibilities

In order to fulfill its purpose, the Newsletter Committee shall:

1. Provide current information of events and activities in the community.
2. Introduce new members of the community.
3. Remind and update residents of Rules and Regulations
4. Provide the Board of Trustees to share information
5. Produce printed and web versions, 4-6 times per year to distribute to the community.
6. To work in conjunction with other chartered committees and clubs in the community
7. Keep accurate records and provide minutes to the Board of Trustees.

Amendment

This Charter may be reviewed, revised or dissolved at any time as deemed necessary by the Board of Trustees.

Approved  Date 3/20/24

Revised: March 24, 2024