

# **Website Committee Charter (DRAFT)**

## **Village Grande at English Mill Homeowners Association**

### **Purpose**

The purpose of the Website Committee is to oversee the strategic development, maintenance, and ongoing improvement of the organization's website, ensuring it accurately reflects our brand, engages users, and effectively communicates key information.

### **Objectives:**

- Regularly review and update website content to maintain accuracy and relevance.
- Implement user-friendly navigation and design features to enhance user experience.
- Monitor website analytics to identify areas for improvement and optimize performance.
- Develop and execute a content creation strategy aligned with organizational goals.

### **Scope of Authority**

The Website 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 HOA. Chairpersons and members may be appointed or removed by the Board of Trustees. The Chairperson shall be the primary point of contact.

### **Responsibilities**

In order to fulfill its purpose, the Website Committee shall Conduct regular website audits to assess performance and identify areas for improvement. Review and approve website content updates and changes. Develop and maintain website style guides and branding standards.

### **Amendment**

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

Approved: \_\_\_\_\_

Date: \_\_\_\_\_