

## **WHITE SQUIRREL LANE COMMITTEE**

### **PURPOSE:**

To insure that White Squirrel Lane residents pay annual assessments for repair, maintenance, and eventually replacement of White Squirrel Lane.

### **GOALS:**

To maintain White Squirrel Lane.

### **MEMBERSHIP:**

All residents of White Squirrel Lane with a chair selected from the group.

### **RESPONSIBILITIES:**

- To develop an annual budget to present to the Board.
- To develop a five-year plan of costs associated with maintenance and upkeep of WSL.
- Hire contractors and collect appropriate bills for maintenance work done during each year.
- Submit all invoices to Board treasurer for processing.
- Prepare quarterly and annual reports.

### **MEETINGS:**

At least an annual meeting; semi-annual as needed.

### **ANNUAL BUDGET:**

An annual budget request will be prepared and submitted to the Finance Committee as requested.

February, 2004