

**POOL COMMITTEE CHARTER
DEERLAKE VILLAGE COMMUNITY ASSOCIATION**

PURPOSE:

To insure that the community swimming pool is well-maintained and safe for the use of DVCA residents.

GOALS:

- To provide a safe, sanitary, and enjoyable pool.
- To improve the physical condition of the pool and its environs.

MEMBERSHIP:

- The committee shall consist of three or more members representing the community and a chair, all being appointed by the Board of Directors. The committee is encouraged to make recommendations to the Board for both.
- The chair and the members of the Pool Committee are appointed by the Board of Directors to serve three (3) year terms.
- No member of the Board of Directors shall serve as Chair of the committee. However, a Board member may serve as a non-voting Acting Chair until another Chair can be recruited.
- It is recommended that no more than one member of a household be a member of the committee.
- Individuals may be reappointed by the Board to serve multiple consecutive or non-consecutive terms on the committee.
- A committee member may choose to resign at any time.
- The committee may invite friends of the committee to volunteer, to assist, and advise the committee on special projects.

RESPONSIBILITIES:

Maintenance

- Contract each year with a pool operator holding a valid pool license.
- Oversee the pool operator.
- Maintain the pool cover in good repair and replace when needed.
- Arrange for pool maintenance and repair.
- Maintain the pool furniture in acceptable condition to be used by residents.
- Store the pool furniture and ladders at the end of the pool season.
- Coordinate pool activities, policies, and storage with the Clubhouse Committee.
- Review Rules and Regulations - Part 5 - Pool Rules considering any applicable local regulations and the needs of the community and recommend to Board any needed changes.
- Post the pool rules in the clubhouse and in the pool area.
- Publish the pool Rules and Regulations in the *Deerlake Diary* prior to opening of the pool each year.

Supplies and Equipment

- Purchase chemicals needed for the pool season and arrange for their safe storage.
- Purchase replacement and/or repair pool furniture as budgeted.

MEETINGS:

- Meetings will be scheduled as needed.
- The committee will keep minutes and written records, and the minutes will be sent electronically to the president and liaison as well as committee members.

REPORTS:

- A quarterly report will be prepared and submitted to the Board prior to each quarterly meeting.
- An Annual Report will be prepared and submitted to the Board prior to the Annual Meeting.

BUDGET:

- Prepare an annual budget request in the format requested by the Treasurer
- Review pool-related reserves at least annually and recommend indicated changes in schedule or amounts.

This Pool Committee Charter was approved by the DVCA Board of Directors on the 13th day of September 2018.