COMMUNITY RELATIONS CHARTER
DEERLAKE COMMUNITY ASSOCIATION

PURPOSE:
To assist the Board of Directors in preserving the quality of life at Deerlake by seeking to resolve problems involving infractions of the Rules and Regulations on an amicable, confidential and informal basis.

GOALS:
To meet with homeowners in a confidential setting to discuss and try to solve disagreements and/or misunderstandings in a way this is hopefully satisfactory to all concerned.

Membership:
- The Board of Directors shall appoint a chair and, whenever possible, two additional members to serve three (3) year terms.
- It is hoped that committee members will be selected to represent the different DVCA neighborhoods.
- 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.

Responsibilities:
- A Committee will function only on specific problems that may be referred to it from time to time by the Board, presumably by the Board member appointed to liaison with the chair of the Committee.
- The manner in which the Committee functions will depend upon the particular circumstances.
- The Committee will inform the resident of the Committee's status and purpose and attempt to resolve the problem on an amicable and proper basis and report back to the Board through its liaison member.
- The Committee will never become involved in enforcement or penalty activities should the same become necessary.
- The Committee has no authority to commit to the Board.
- The Chair shall make quarterly and annual reports to the Board of Directors as requested.

Meetings:
Meetings of the Committee shall be informal and shall occur only when necessary on the call of the Chair. Minutes will not be kept due to confidentiality. However, a log indicating owners contacted, nature of incident, date of notification letter, and date corrected will be maintained by the Chair. This log is solely for internal use by the current Chair and will not be passed along to subsequent Chairs. The President of DVCA will be kept informed of incidents and decisions.

Annual Budget:
The Chair will submit any expenses to the treasurer for reimbursement from account 1100 Administrative supplies & postage.

THE COMMUNITY RELATIONS CHARTER was approved by the DVCA Board of Directors on the 10th day of July 2025.