

**Alamo Country Club  
Committee/Club/Group Charter**

**Pool Committee Charter**

**Purpose:** The Alamo Country Club (ACC) Pool Committee attends to the appearance, function, safety, and operation of all amenities and facilities within the pool area fencing.

**Scope:** The Committee coordinates maintenance and enhancement of the existing bath house, pool and spa areas (those within the pool fence). It pursues projects as designated/approved by the Board of Directors.

**Responsibilities:** Responsibilities include: Identify and coordinate needed repairs, upgrades, and new items with appropriate committees and/or Board of Directors. It collaborates with other committees/groups as appropriate. Additional responsibilities include: maintain flower pots and hanging baskets, replace handrail covers, maintain pool furniture, and report safety issues. The committee ensures project approval and availability of required funding prior to purchases beyond the amount budgeted. The Committee will provide an annual financial and activity report to the Board of Directors.

**Members:** Three or more ACC members/residents including the Committee chairperson (appointed by the Board of Directors President), Secretary/Treasurer (established by committee vote at the first meeting of each calendar year). It is the responsibility of the chairperson to communicate with the Maintenance Supervisor and General Manager.

**Meetings:** Meetings will be held on the last Monday of each month, as needed and will be conducted in accordance with Roberts Rules of Order. Meetings are open to all interested ACC members/residents.

**Project Funding:** The Pool Committee is authorized to expend Board of Director-approved funds for recurring and contingency pool expenditures and other funds provided by ACC organizations/groups/individuals. All projects requiring new funding (more than the budgeted amount) will be Board of Director approved. All monies will be managed through the ACC account and budget line item.