

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

Activities Committee Charter

Purpose: The Activities Committee utilizes profits from events to maintain and update the interior of the Alamo Country Club Clubhouse and patio area. It has a unique relationship with other entities by facilitating communication, collaboration and respectful relationships.

Scope: The main scope of the Activities Committee is to preserve and enhance the interior area of the clubhouse and the patio areas. The Committee collaborates and promotes communication with committees, clubs, and groups by assisting with planning and sometimes implementation of events.

Responsibilities: The Committee purchases and stocks kitchen consumable supplies, such as paper products, coffee, various utensils etc. It helps advertise and publicize events using bulletin board and other means. Facilitation of communication among all entities as appropriate is a key area of responsibility in promoting respectful relationships. The Committee recommends an equitable fee schedule for supplies and the use of facilities. The Committee will provide an annual financial and activity report to the Board of Directors.

Members: The Activities Committee has a chairperson appointed by the Board President. and the following elected officers: vice-chairperson, secretary and treasurer. All committees, clubs, and groups are invited to assign a committee voting representative.

Meetings: Meetings are held monthly from October to April and thereafter as called by the chairperson or other officers.

Project Funding: This is achieved with funds collected through fundraising activities, events and contributions from events sponsored by various entities. Requests funds from the Board of Directors to assist in funding its responsibilities.