

# **GEORGETOWN EAST HOA**

## **2019 COMMITTEES**

### **ARCHITECTURAL STANDARDS COMMITTEE**

**CHAIRPERSON – JANE RAKESTRAW**

This committee will be responsible for setting up, choosing and publishing house colors, fences, and everything that is governed by our HOA documents and then approving and controlling implementation by means of board vote on applications submitted to the committee. Chair will work closely with Ameri-Tech to implement.

### **COMMUNICATIONS COMMITTEE**

**CHAIRPERSON – MARY DOYLE**  
**LAYOUT ARTIST - CAROLYN SMITH**

This committee will publish a newsletter either monthly or quarterly after they determine what is needed to inform all residents of the happenings in our community. It can include HOA documents, correspondence from the board and Ameri-Tech, minutes of the board and general meetings, sale information, etc. They will solicit resident ideas and ongoing articles of interest from “roving reporters”.

### **GROUNDS MAINTENANCE AND CONTRACT MANAGEMENT**

**CHAIRPERSON - LINDA MARSHALL**

The primary goal of this committee is to supervise Ameri-Techs research and review of each contract with our vendors before they come to the board for approval. They will help Ameri-Tech monitor the performance of the vendor. They would provide a calendar of events for the work of each vendor. Number of committee members would be determined by volume of work to be done.

### **SOCIAL AND DECORATIONS COMMITTEE**

**CHAIRPERSON - KAREN BARTOSZEK**

This committee will be responsible for all common area holiday decorations for Georgetown East as well as planning and implementing parties and events. The Welcome Subcommittee falls under this committee because new residents are prime volunteers that will assimilate quickly into our community once they are connected. Chairperson is responsible to guide Ameri-Tech as to whatever help is needed.

### **PARLAMENTARIAN**

**MARY GAMBLE**

NOTE: Each Committee Chairperson will provide a written copy of their report to be presented at the board meeting each month and then included with the minutes.