

# Beaver Run Knoll Community Association

## Volunteer Interest Form

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Date: \_\_\_\_\_

I would like to volunteer for the following committee(s):

\_\_\_\_\_ Design Review Committee – Assists the Board of Directors in regulating the external design, appearance, use and maintenance of the units and in interpreting the governing documents. This committee is co-chaired by the Architecture and Landscape Directors.

\_\_\_\_\_ Communications Committee – Advises and assists the Board in keeping the community informed of all activities and functions of the Association by preparing newsletters, arranging publicity for community events, informing new residents about the Association and organizing and maintaining a pool of volunteers. Chaired by the Communications Director.

\_\_\_\_\_ Landscape Committee – plan and implement aesthetic practical and functional improvements to common property in Beaver Run Knoll. Be office manager's point of contact regarding snow plowing and grass cutting. Assist Capital Improvements to review and make recommendations to the Board regarding community projects, improvements and changes.

\_\_\_\_\_ Recreation Committee – oversees the operation of all recreation facilities and community events.

\_\_\_\_\_ Capital Improvement Committee – shall plan and implement improvements to common areas which are not part of the normal operation of the Landscape or Recreation Committees.

\_\_\_\_\_ Nominating Committee – shall recruit and recommend homeowners to fill vacant Board positions.

\_\_\_\_\_ Treasurer - The Treasurer shall monitor the expenses as relates to the Budget and present this info to the Board at each meeting. He/she shall sign checks as necessary, assist with annual audit of the Association, prepare an annual budget and a statement of income and expenditures to be presented to the Membership at its regular annual meeting, monitor status of Reserve Fund and investments.

Please indicate if you would accept the chairmanship of this Committee: \_\_\_\_\_

Please indicate if you would be interested in serving on the Board of Directors: \_\_\_\_\_