



Plantation Harbor Property Owners Association

202 Sumter Court, Havelock, NC 28532

252-444-6220

phpoa@plantationharbor.org

REGULATION #06-01

SOCIAL COMMITTEE

DATE APPROVED: January 15, 2006

DATE EFFECTIVE: February 1, 2006

DATE RESCINDED:

This regulation establishes a PHPOA Social Committee and defines the initial committee purview. It is expected and encouraged that the committee's structure and areas of interest will evolve.

Membership: The Social Committee will consist of 4-6 members appointed by the directors; the committee members will elect a chairperson. The number of members may evolve as various activities are taken on. While many volunteers may help on a given project, the permanent committee members should be appointed by the directors to ensure PHPOA insurance coverage. The members are appointed annually following the PHPOA annual business meeting.

Committee Operations & Responsibilities: The committee will manage two types of events: PHPOA business obligations and social activity for the members in attendance.

1. Management: The Chairperson will routinely report to an officer or director, and annually to the membership on activities accomplished and for approval of major expenditures.
2. Finances. The Chairperson will prepare a budget and submit it to the Treasurer prior to the Annual PHPOA Business meeting for approval by the directors.
 - a. Committee members are unpaid volunteers.
 - b. The chairperson may approve and spend up to \$250 per item or occurrence for routine/miscellaneous items. In all cases, an itemized list of expenses will be submitted to the Treasurer. The Chairperson will initial all invoices, thus authorizing payment by the Treasurer. The Chairperson is responsible for managing the committee's budget; overruns and expenditures exceeding \$250 must be (pre)approved by the Treasurer or directors.
 - c. PHPOA funds may be used to pay for events servicing the business needs of the organization, for example, refreshments at the annual business meeting.
 - d. PHPOA funds may be used to initially and temporarily underwrite self-financing social activities. For example, PHPOA funds may initially purchase refreshments for a community picnic, but it is expected that the committee would collect funds from those participating to reimburse PHPOA for these up-front expenditures. Committee arranged activities are exempt from PHPOA fees, such as clubhouse rental.
 - e. PHPOA funds may be used for community decorations such as holiday displays.
 - f. Recommendations for landscaping or furnishings are encouraged, but such expenditures must be pre-approved by the Treasurer or a director. Recommendations for things such as a new flower bed, clubhouse pictures, re-carpeting the club house, etc. are all welcomed.
3. Responsibilities
 - a. The committee arranges for preparation of facilities and refreshments for the Annual PHPOA business meeting. This meeting agenda, notice, and schedule are established by the directors as outlined in our Covenants.
 - b. Propose, plan, and arrange for community social events such as a Christmas party or a summer bar-b-q.

- c. Plan, purchase, and install decorations for the various holidays. Where possible reusable items are encouraged to hold down future costs.

APPROVED:

/s/

J. Allen Heller
Director, PHPOA

/s/

James Mead
Director, PHPOA

/s/

Gorge Radford
Director, PHPOA