

Pool Committee Charter

Wellington Park Homeowners Association

Purpose:

To ensure the community swimming pool is well-maintained and safe for use for Wellington Park Residents.

Membership:

The committee shall consist of two or more members representing the community and a chair, all being approved by the Board of Directors. The committee is encouraged to make recommendations to the Board for members. The Board has the right to remove any member of the committee by a majority vote.

Responsibilities:

- Review Rules and Regulations at beginning of pool season to align with a successful and enjoyable pool season
- Do weekly walkthroughs of pool for any maintenance needed and make recommendations to the Board before acting on any maintenance
- Verify recommendations made by contracted pool company are in line with goals of HOA Board
- Being first responder to pool issues
- Maintain an inventory count of all pool furniture, including chairs, tables, lounges, and umbrellas
- Assist in promoting a smooth swim season for the Wellington Wahoos
- If a new pool management company is required, work with the property manager to seek bids from at least three companies. Provide summary of results and a recommendation to the Board.
- When applicable organize, promote, coordinate, and conduct pool events in cooperation with other Committees.
- Make end of the year recommendations to Board in regard to any required repairs to the pool

Process for Addressing Repairs or Improvements during the Pool Season

- The pool committee is expected to identify improvements or address repairs during the pool season in a timely fashion.
- All improvements and repairs will be documented and written estimates of repairs or expenses obtained (for projects over \$500). Official approvals must be obtained from the Board before any repairs or improvements (except in case of emergency repair).

Reports:

- An annual report will be prepared and submitted to the Board prior to the Annual meeting

Adopted by the WP HOA Board of Directors: October 2022