

Notes on Advisory Committees

Advisory committees are addressed in the CT statute and in the proposed bylaws as follows:

Advisory Committees. The Executive Board, by resolution, may establish one (1) or more committees (herein, an "Advisory Committee") that are not Special Board Committees. Advisory Committees are not authorized or empowered to exercise the power of the Executive Board. The president may also establish one (1) or more Advisory Committees. Membership of Advisory Committees may include, but is not limited to, Directors, and other Persons, who need not be Unit Owners, as may be appointed to such Advisory Committee by the Executive Board or the president, whichever is the establishing authority. Such Advisory Committees shall exist at the pleasure of the Executive Board or the president, whichever is the establishing authority, and shall perform such tasks and functions as the establishing authority, shall, from time to time, specify. The president shall keep the Executive Board informed of Advisory Committees appointed by the president and their activities. Each Advisory Committee shall maintain minutes of its meetings and shall provide copies thereof to the president and Executive Board and keep the president and the Executive Board informed of its meetings and activities. Such Advisory Committees, even if appointed by the Executive Board, may not act for the Executive Board in the exercise of any of the powers of the Executive Board.

In July 2023 the board voted to form a number of advisory committees whose purpose would be to create a framework to capture and move forward projects, issues, priorities and tasks the board had been discussing during the past year. The intent was to also provide support, oversight and help to our management company due to funding being freed to ramp up maintenance projects. At its July 2023 the board voted to adopt the proposed committee structure attached.

The key is to have a well-organized committee structure with a clear charge and with a mix of diverse members committed to doing the work collaboratively.

At least one board member should be on each committee. The president is ex officio on each committee.

Committees should not have more than 7 members. Non-board members who show an interest in serving on a committee will be vetted and appointed by the president or the board.



SAVIN ROCK CONDOMINIUMS ASSOCIATION, INC.
283 West Walk, West Haven, CT 06516
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CAPITAL PROJECTS & MAINTENANCE COMMITTEE

Purpose:

- Provide Board oversight for budgeted capital projects and maintenance priorities
- Work with management to address issues and concerns raised by unit owners or contractors relating to ongoing projects and work
- Meet regularly with management to review status of various projects and work orders, establish priorities, address any issues, and provide follow up
- Work with management to identify and recommend capital and maintenance projects for upcoming budget year

2023-2024

Members: TBD; President is ExOfficio

Projects underway

Door repair/replacement; shed/electrical box repair; roof replacement; paint/repair all white trim/wooden facades; wrought iron painting; upper window shingle replacement

Projects planned:

Replace/add unit numbers on exteriors of units at all entrances and on sheds facing out to driveways; replace/install exterior lighting fixtures; paint/repair hardi-plank; driveways—oil spills and paving repairs

Projects under consideration:

Extend sidewalks to abut buildings at mailbox entrances of units in courtyard between buildings 4 and 5; install EV charging stations at suitable location on property; see also “Security Committee”

Other priorities:

Secure and make safe utility covers around property; have cable company repair, replace outside cable boxes so all cables are encased and not exposed.



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COMMUNICATIONS COMMITTEE

Purpose:

- Liaise with website administrator to maintain and make improvements and upgrades to SRCA website
- Provide and update content for SRCA website and ensure that information contained on the website is accurate
- Liaise with management to ensure SRCA residents receive timely notice of meeting dates, copies of minutes, important board and SRCA news
- Ensure notices for July 4th procedures are sent to unit owners on a timely basis and that security is hired for the night of the fireworks
- Work with management and board to update and distribute summer and winter newsletters on a timely basis, including annual registration forms
- Work with management to establish a yearly calendar of important dates, events and timelines
- Work with management to maintain updated board and unit owners' contact information and provide such updated information to board from time to time

2023-2024

Members: TBD, President is ExOfficio

Priorities and Projects under consideration:

Add all important SRCA documents to website
Add section for contractors and other service providers
Add SRCA news blog



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COMMUNITY CONNECTIONS COMMITTEE

Purpose:

- Act as liaison with City of West Haven to raise consciousness and address issues affecting the quality of life of SRCA residents and SRCA property and easements
- Recommend and implement strategies for improving communication, understanding and cooperation with City and public relating to SRCA, its residents and issues
- Keep up to date on matters of importance to SRCA that come before the City Council and other City commissions; attend City Council meetings and advocate on behalf of SRCA; report matters of importance to the board on a timely basis
- Act as liaison with local organizations and associations, such as SPNA, to explore ways to cooperate and collaborate with each other on matters of mutual interest
- Liaise with SRCA's Friendship Club
- Coordinate with Security Committee

2023-2024

Members: TBD; President is ExOfficio

Projects and Priorities:

Establish ongoing dialogue with various City officials to address beach erosion, maintenance issues on walkway and beach such as repair of concrete and asphalt, beach and trash cleanup, vandalism and destruction of property and landscaped areas, vagrancy on beach, removal of sand from pool areas; establish contact with officials from Sandy Point Neighborhood Association to learn about initiatives they are undertaking that may affect SRCA, explore how SRCA might collaborate and cooperate with SPNA on matters of mutual interest and importance.



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LANDSCAPE COMMITTEE

Purpose:

- Provide oversight of landscaper's work on property and budgeted landscape projects; conduct periodic walk through of the property with management and landscaper and follow up on issues and work orders
- Work with management to address issues and concerns raised by unit owners or contractors relating to ongoing projects and work
- Meet with management to review status of various projects and work and address any issues
- Work with management to identify and recommend projects for upcoming budget year

2023-2024

Members: TBD; President is ExOfficio

Projects underway/under consideration:

See D&D proposal and timeline for beach side removal/replacement, boardwalk center islands, berm planting, long term plan for turf repair, tree islands river rock refresh.

Priorities:

Implement D&D proposals according to suggested timelines.



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RULES, POLICIES AND BYLAWS COMMITTEE

Purpose:

- Review and recommend new or amendments to SRCA rules, policies and by-laws; work with management and outside counsel to implement proposed new or amended rules, policies or by-laws
- Work with management on enforcement of rules, policies, and bylaws, including identifying and addressing violations, following up on reports of violations and notices sent to unit owners, reviewing and establishing procedures for notices, hearings, imposition of fines, and other appropriate action
- Work with management to ensure that required registration forms are sent to, returned by and are current for all residents; periodically review and revise such forms
- Ensure that SRCA's governing documents (declaration, bylaws, rules, policies, registration and rental forms, and related guidelines) and are posted and up to date on SRCA's website

2023-2024

Members: TBD; President is ExOfficio

Projects underway:

Amendment and restatement of SRCA's declaration, bylaws and rules

Priorities:

Amend or develop policies relating to: exterior doors and windows; storage, placement and permitted items in common areas (outdoor furniture, grills); washer and dryer installation; air conditioning and wall sleeve installation; installation of mini-splits/two split air conditioning units; outside electrical outlet installation; dryer vent installation; outside lighting; EV charging stations and outside cameras (see "Maintenance Committee"). Review and comment on revised rules when draft is submitted by outside counsel.



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SECURITY COMMITTEE

Purpose:

- Address issues affecting the safety and security of SRCA residents, including exploring installation of gates/fencing and cameras on the property
- Liaise with WHPD on issues and initiatives relating to safety and security
- Identify and recommend ways to improve security and safety on SRCA property
- Coordinate with Community Relations Committee

2023-2024

Members: TBD; President is ExOfficio

Projects underway:

Long term plan and budget for fencing/gates/cameras around property and at entryways

Projects under consideration:

Block-watch