



3900 Woodlake Blvd., Suite 309, Lake Worth, FL 33463
Ph: (561) 641-8554 / Fx: (561) 641-9448

VERONA LAKES MASTER COMMITTEES

Welcome Home Committee - this volunteer position requires the following: 7 residents needed, arrange and meet monthly at clubhouse to welcome new residents to VL, this committee is the first experience with the new residents so friendly and positive is a must, meet, talk and answer questions for our new residents and be educated on all those issues, garbage and recycling days, Master or Villages Board member info, guardhouse info, guest pass procedures, amenities here at VL, speed limits enforcement, parking rules and enforcement, lake rules, community group, barcodes, key fobs, etc., compile a list of all new residents for Master Board monthly. Offer coffee, water, tea, and snacks at events, make the new residents feel very welcome, supply packets of all forms and info for them, call local places and arrange gift cards etc offer local gift certificates with affiliated local restaurants. Create a relationship with the local places and get free stuff in exchange for new and current resident business. Create spreadsheet of monthly events. Bring all data to the Master Board of Directors for review and approvals.

Fining & Violations Committee - this volunteer position requires the following: 7 residents needed, creating and following rules in VL, cars parked in street, commercial vehicles, neglected property, work being done outside of ARC approval, parking enforcement and violations, any complaints from residents handled in a timely fashion, communicates every week on current issues, meets every month as a group, brings all data to the Master Board of Directors for review and approval for next actions.

Grievance & Appeals Committee - this volunteer position requires the following: 7 residents needed, this committee will work closely with the Fining & Violations committee involving any residents challenging their fines, violations, and appeals, must understand all of our community rules, meet weekly on issues, and report all findings to Master Board of Directors for review and approval for next actions.

Beautification Committee - this volunteer position requires the following: 7 residents needed, adding, and retaining beauty to VL, ideas for annual plantings, tree additions, doggie stations, playground, clubhouse and pool areas, holiday lighting or decorations selections, in our clubhouse common areas, front entrance, and back entrance, or anything needing beautification. Once data is compiled every quarter (3 months) meet with Master Board of Directors for review of findings. Review and Approval from Master BOD required.

Architectural / Landscape Approval Committee - this volunteer position requires the following: 7 residents needed, full knowledge of our ARC rules and application requirements, review all ARC applications for residents as they come in our residents are held up for the work getting completed if we are not on top of this. Make sure you are thorough with required documentation for each item. Review all with Master Board of Directors for review and approval, Contact resident with questions, approval/ non approval via email/letter/ call.

Reserves Committee - this volunteer position requires the following: 7 residents needed, must have understanding and financial background for this committee. It is one of the most important committees we have at Verona Lakes, works hand in hand with the Master BOD Treasurer, outside reserve study companies, must meet each month as a group, put out RFP's once a year for today's cost of replacement for each line items, compile all data for Master BOD, create possible new reserve line items to community. All studies must be reviewed and approved by the Master Board of Directors.

Social Committee - this volunteer position requires the following: 7 residents needed, willing to create, develop and implement events and activities within the community. This committee works closely with the Welcome Home Committee, Researching, screening, organizing, Monthly Food Trucks, Pool parties, Holiday parties, Bounce House, Community Garage Sales, and Clubhouse Rentals. The committee will prepare a description of the event and submit an event spreadsheet with the estimated costs and vendors. The committee shall also be responsible for checking that all vendor insurances and licenses are current. All events must be reviewed and approved by the Master Board of Directors.

Safety Committee - this volunteer position requires the following: 7 residents needed this volunteer position will include organizing Block Resident Leaders for Hurricanes, Natural Disasters, Breaches in community, reviewing incidents and accidents reports, speeding, crime watch, working with guardhouse security, and /or rover patrol, police department and making recommendations to the Master Board of Directors. Reviews policies and procedures and makes recommendations to the Master Board of Directors regarding safety in Verona Lakes. All items must be reviewed and approved by the Master Board of Directors.

Communications Committee - this volunteer position requires the following: 7 residents needed, this volunteer position will include photography, writers, community website newsletters, flyers, of all committees in Verona Lakes. Updating the residents of how things are going. If you have any of these skills they are recommended for this committee. All items must be reviewed and approved by the Master Board of Directors before release.

Documents Committee - this volunteer position requires the following: 7 residents needed, this volunteer position includes understanding, reviewing, updating, and amending Verona lakes State recorded documents Bylaws, Articles of Incorporation, Declarations, Covenants, and Rules and Regulations. Make presentations of data to both residents and the Master Board. This committee will work closely with the Master Board of Directors regarding changes for the community. All studies must be reviewed and approved by the Master Board of Directors for Attorney approval.

VERONA LAKES HOA COMMITTEE 2021 APPLICATION FORM

Please email your completed form to Jennifer Powers - Treasurer

Email: PowersConsultingServices@gmail.com

or deliver it to the Clubhouse.

Committees are appointed by the Master Board of Directors to work with and assist the Board to oversee the needs of our community. Each committee focuses on a particular area and makes recommendations to the Board to help them better understand, collect facts & findings, discoveries and information that may impact on their future decisions.

Please Print

Date: _____

Resident Name: _____

Address: _____

Email: _____

Phone (H): _____

Phone (C): _____

What committee are you applying for at this time? _____

Why are you interested in serving on this committee? _____

What strengths, experiences, education do you bring to this committee?

BOARD RECOMMENDATION

Committee Appointed For:

Name of Applicant:

Date: HOA President:

Date: HOA Treasurer:

NOTES:

Approved For Committee: Y _____ N _____

*The Master Board of Directors will notify you if you are selected for a committee.