



Leadership Opportunities

WAYS TO GET INVOLVED THROUGH
COMMITTEES and BE “IN THE KNOW”

COMMITTEES

Retired, but looking for opportunities to keep your skills and gifts sharp and help your community? See below for information.

DEFINITIONS: A **standing** committee in a homeowner's association (HOA) is a permanent, ongoing committee formed to address continuous tasks or issues, such as managing finances, overseeing architectural standards, or maintaining landscaping. Unlike short-term ad hoc committees, standing committees exist indefinitely to handle responsibilities delegated to them, providing consistent focus and expertise on essential aspects of the community's operation. A committee can be both Standing and Advisory. See The Cascades Organizational Chart on Page 5, which is undergoing updates. Contacts for each committee can be found in the document **"Cascades Activities, Clubs & Committees 2025"**, accessible through the Homeowner Portal. *Note: This action takes you away from the current site and requires you to use your Campbell log-in and password.*

ARCHITECTURAL CONTROL BOARD (ACB) (Standing Board Committee)

Established in and defined by Cascades controlling documents, this 3-5 member independent committee is responsible for enforcing the community's architectural standards. This committee reviews homeowners' applications for modifications, approving or denying them, according to the guidelines outlined in the CC&R's and published guidelines. When a vacancy occurs, the Management Company notifies the community that a new member is sought who is asked to provide a resume. The new member is then selected by the current members, but **does not** need the approval of the Board of Directors.

BUDGET & FINANCE COMMITTEE (B&F) (Standing and Advisory Committee)

The B&F Committee consists of 5 to 7 members. The Chairman is appointed by the Board President with the approval of the Board. The members of the committee are appointed by the Chairman, with Board approval. The Committee meets monthly. There are additional meetings and workshops during the budget preparation season. B&F meetings are open to residents. A copy of the current year meeting schedule is posted on the website as well as the *Cascadian* monthly calendar.

The responsibilities B&F include:

- a. Development of a budget proposal for BOD approval.
- b. Review the Monthly Financial Statements and Bank Statements. Review the progress of year-to-date expenditures and advise the BOD as to the Association's financial status.
- c. Assist with the financial aspects of contracts.
- d. Maintain the Association's Reserve Plan.
- e. Review the annual audit and provide the BOD with explanations/clarification, as required.
- f. Maintain the Association's Financial Management Manual and Identify and make recommendations for the implementation of new or revised financial management policy.
- g. Supplying other financial information the BOD deems necessary.

VIOLATIONS HEARING COMMITTEE (Standing Committee)

Also known as a fining or grievance committee, this is an independent group of association members who review alleged violations of governing documents and rules and decide whether to approve or reject fines and suspensions proposed by the board. This committee is a required component of the fining process, not the initial enforcement, and must consist of members who are not board officers, directors, employees, or immediate family of those individuals. Owners are entitled to at least 14 days' written notice of a hearing before the committee, where they can appeal proposed penalties. Members are solicited from the community, selected by the existing committee members, and approved by the Board of Directors.

ADVISORY COMMITTEES (IN ALPHA ORDER)

COMMUNITY CONNECTIONS COMMITTEE (Advisory Committee)

The Connections Committee meets the First Wednesday of the month, Sept thru April, 2 PM in the Ballroom or Conference Room. Meetings are open to residents. No formal recruitment or board approval for members required.

MISSION STATEMENT: The Community Connections Committee (CCC) works with Cascades Management and Board of Directors to help acclimate new residents by welcoming them and introducing the activities available at Cascades and informing them of opportunities for leadership where they may contribute their professional, personal skills and gifts.

PROJECTS:

- Bi-Annual Newcomers Gatherings - "Meet and Greet"
- Newcomers Welcome Packet (Neighbor-to-Neighbor Program)
- Election Awareness – Meet the Candidates Night in February
- Community Website Redesign and Maintenance

Hurricane Preparedness Subcommittee

Our purpose is to ensure that our new residents have access to key information that relates to the Cascades Hurricane Shelter Rule and St. Lucie County Hurricane Preparedness in general. This is accomplished by using district team leaders and volunteers. New residents are contacted with pertinent information explaining resources available within the county.

FACILITIES COMMITTEE (Advisory Committee)

The Facilities Committee is responsible for overseeing and advising on matters related to physical buildings, infrastructure, and property maintenance. The committee provides recommendations to the management company and board of directors on facility related issues.

Facilities Committee Continued

- Work with the Management Company and BOD to assist where requested or when certain expertise would be helpful.
- Report any lack of preventative maintenance service or suggestions for improved preventative maintenance services through proper channels of communication.

- Study and weigh in on major community projects; review and sometimes prepare Scopes of Work and Contracts.
- Members generally possess backgrounds in electrical, construction and related fields of professional work. Members with such skills are welcome to request to be part of the committee. Membership requires approval of the chairman and the BOD.

INSURANCE (Advisory Committee)

This committee periodically reviews the policies we have for liability and property insurance to get the best price and coverages available.

LANDSCAPE OVERSIGHT COMMITTEE (Advisory Committee)

This committee performs oversight of the Landscaping contract, irrigation, and the overall appearance of residential footprints and common areas insofar as trees, plants, and annual flowers. They work closely with Management and may partner with other committees, such as the ACB and Facilities, to accomplish needed goals.

RULES AND REGULATIONS (Advisory Committee)

Reports directly to the Board of Directors.

OBJECTIVE: To research, confer and provide the BOD with recommendations regarding rules currently in force, needing updating, and possible new rules with full knowledge that:

- a. All rules are approved by the BOD
- b. Rules established to ensure a safe, peaceful and enjoyable environment and are enforceable
- c. Governed by the community's documents and are part of the official records.

The Board of Directors appoints a Committee Chairperson, and such person will staff the committee at his or her discretion. One BOD member will serve as liaison.

An A/V committee should provide technical support for events to include, lighting, sound, and Zoom at Board Meetings. They should understand the event or act to appropriately provide the needed enhancements to best articulate the entertainment.

SAFETY and SECURITY COMMITTEE (Advisory Committee)

The Safety Committee is an advisory team sanctioned by the *Board of Directors*. They assist in maintaining the highest level of community safety. This team functions to research, develop and present recommendations to the *Board of Directors* associated with areas of safety deficiencies and access improvements.

SPECIAL PURPOSE COMMITTEE(S)

A/V COMMITTEE (Special Committee)

The A/V committee is currently accepting new members. Its function is to provide technical support for events to include: lighting, sound, and Zoom at Board Meetings. Training provided. They should understand the needs of an event and act appropriately to meet those needs.

Most of the committees' meeting schedules are posted in the Cascadian magazine. Some committees welcome observers; others may need to give permission.

If interested in joining or learning more about committees, please contact the Chairperson, whose name and contact information can be found in the document "Cascades Activities, Clubs & Committees 2025", accessible only through the Homeowner Portal. Note: This action takes you away from the current site and requires you to use your Campbell log-in and password.

NOTE: THE BELOW ORGANIZATIONAL CHART IS BEING REVISED

**Cascades at St Lucie West Residents' Association, Inc.
Organizational Chart**

