

Serving On A Committee or How to Be Part of the Solution

Volunteerism is the lifeblood of many successful communities. Sun City Vistoso has built a strong volunteer committee structure to assist the Board of Directors and management in the operation of various aspects of our community.

The Board of Directors is responsible for the entire community and establishing policies. Management is responsible for carrying out Board policies and the day-to-day operation of the community. Often, this leaves little time to devote to details of specific areas of the community.

Various committees have been established to address this situation. Operated under a Mission Statement adopted by the Board, these groups of community volunteers address specific areas of our community, research and explore different ideas, talk to other community members and make recommendations for improvements.

Every year, the Board appoints a community member as Chair of each committee and then, working with the Chair, appoints members to the committee. Each committee works with, but is separate from, the Board of Directors. One Board member serves as a non-voting liaison to each of the committees in order to keep the flow of information between the committees and the Board ongoing.

Committees serve June 1-May 30 with some of the committees having member term limits. These are our committees and a brief description of what they do:

Architectural Review - Deals with development standards, architectural improvements, aesthetic harmony, residential inspections and many of the compliance issues found in our governing documents. Usually meets twice a month.

Community Assistance - Deals with humanitarian and other needs of the community. Maintains the loan room, which has medical and child-care equipment as well as items for out-of-town visitors. This group also handles the aluminum can recycling efforts and coordinates the pancake breakfast fundraisers. Volunteers handle telephone calls and assist in the loan room. Meets monthly.

Consumer Referral Maintains a listing of reputable businesses and service providers that members can utilize. Provides members with an avenue to register satisfaction or complaints regarding vendors and maintains a bulletin board for community advertisements. Volunteers are at the consumer referral desk Mondays, Wednesdays, and Fridays, 9:30-11:30 AM. Meets monthly.

Election Coordinates Association elections. Assists in putting ballot packets together, conducts candidate forums, verifies and counts returned ballots. Meets as needed.

Finance-Budget Provides recommendations regarding financial policies and controls, funding options, investment options and long-range fiscal plans. Aids in the preparation of the annual budget and review of monthly financial statements. Normally meets monthly except during the budget process when additional meetings are scheduled.

Food & Beverage Provide operational advise fro Café & banquets. Gathers resident input. Meets monthly.

Gift Shop Oversees the operation of the gift shop, coordinates the consignee and volunteer staff, ensures quality merchandise is offered to the community and public. Meets monthly.

Golf Advisory Provides recommendations on golf programs, maintenance, playability, scheduling, improvements and projects on the golf course. Also serves as a central point for golfers to express needs, concerns and desires. Meets monthly.

Government Affairs Assists members with information and provides guest speakers on government activities, taxes, political candidates, health and safety, utilities and other related issues. Assists with voter registration. Meets monthly.

Green Energy Assists in the education of homeowners and staff in energy, water and other conservation related subjects. Meets monthly and as needed.

Landscape Researches and recommends appropriate vegetation and maintenance of common lands. Meets monthly.

Marketing & Publicity Coordinates efforts to inform potential residents about our community and the advantages of home ownership here. Recommends ways to promote the Sun City Vistoso community. Works with Realtors. Works with media to publicize the community. Meets monthly.

Neighborhood Pride Promotes homeowner compliance with the governing documents to maintain property and aesthetic values. Meets monthly.

Nominating Secures candidates to run for the Board of Directors. Meets as needed.

Posse Coordinates a volunteer group that patrols the community, provides traffic and parking control and interacts with the Oro Valley Police Department. Meets monthly.

Properties Provides regular inspections of community grounds and facilities, makes recommendations for improvements and repairs, reviews construction and modification projects, reviews space allocation requests, monitors use of utilities, and assists in obtaining costs for asset reserve replacements. Meets monthly.

Tipster Editorial Coordinates the community newsletter (Tipster) including reviewing and editing articles submitted. Meets monthly and as needed.

As you can see, our committees address a wide variety of community topics and support services. Here is your opportunity to get involved in your community. We urge residents to identify any committees on which you might serve and return the form to the Administration Office. All members are eligible for committee assignments, even if you are a seasonal resident.

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| <input type="checkbox"/> Architectural Review | <input type="checkbox"/> Food & Beverage | <input type="checkbox"/> Landscape | <input type="checkbox"/> Properties |
| <input type="checkbox"/> Community Assistance | <input type="checkbox"/> Gift Shop | <input type="checkbox"/> Marketing & Publicity | <input type="checkbox"/> Tipster Editorial |
| <input type="checkbox"/> Consumer Referral | <input type="checkbox"/> Golf Advisory | <input type="checkbox"/> Neighborhood Pride | |
| <input type="checkbox"/> Election | <input type="checkbox"/> Government Affairs | <input type="checkbox"/> Nominating | |
| <input type="checkbox"/> Finance/Budget | <input type="checkbox"/> Green Energy | <input type="checkbox"/> Posse | |

Depending on the number of responses, we may not be able to place each interested resident on a committee. Our goal, however, is to build a database of interested volunteers who can step into a committee assignment not only now, but also in the future.

COMMITTEE VOLUNTEER

I am willing to serve as Chair on a committee. Yes No

I am interested in serving on the following committees in the future: Date Submitted: _____

I am a: Full-Time Resident Seasonal Resident

Brief background, positions held and/or skills:

Past Community involvement (if any):

Education (optional):

Signature: _____ Date: _____

Please print below

Name: _____ Phone #: _____ E-mail: _____

Address : _____

Please return to the Administration Office