

Trail Committee Charter 2016

The Committee will be called the Trails Committee. It is authorized by the Board of Directors and will serve at the pleasure of the Board. Note that the committee is advisory: it is the role and sole prerogative of the Board to enact policy.

The establishment of this committee is intended to meet to following objectives:

- spread the responsibility for trail maintenance to those most interested in the trail systems;
- reduce the need of the Board to give direct guidance to achieving trail objectives while maintaining Board responsibility for overall budget constraints;
- ensures that the Association is vigilant in addressing any safety issues identified in the trail system.

The primary responsibility of the Trails Committee is to monitor and oversee the maintenance of the Associations' trail system. The Trails Committee will

1. assess the trails physical condition,
2. identify the work projects required to maintain the trails and likely costs,
3. set priorities,
4. issue RFPs to various contractors and oversee such work,
5. organize work parties implementing those priorities as far as the current and proposed budgets allow.

Following Board approval, the Trails Committee has the authority to judiciously use moneys as set forth in the budget for these uses; the Committee is responsible to keep the Board apprised of actions proposed and accomplished quarterly. This group would have nothing to do with other facilities such as the park and entrance landscaping.

The Trails Committee will be comprised of a chairperson appointed by the board, one board member, and those individuals the chairperson deems necessary to meet the responsibilities outlined above. We anticipate this will be a large committee with representatives of both the horseback riding community and the many walkers who enjoy the trails.

The Committee shall

- meet at least quarterly or more often as necessary, to walk the trails, and to review the past month's activities.
- appoint as they deem necessary other offices such as vice-chairman, secretary
- note any corrections or additions needed to the trail maintenance projects and respond to any concerns of residents or of the trail contractors(s).
- maintain minutes of all meetings copies of which will be sent to committee membership within two weeks after a meeting (email suggested).
- maintain a prioritized list of all proposed and Board approved maintenance projects.

The Committee Chair shall have the following responsibilities:

Foxhall Community Association

- report to the Board outlining all completed projects and present new projects for board consideration, including costs and justifications.
- provide input to the annual budget process, outlining projects and costs for the coming year.
- have the overall responsibility and authority to coordinate all aspects of the Trails Committee activities.