

LEGAL & GOVERNANCE COMMITTEE

The Legal and Governance Committee (the “Committee”) is a Standing Committee appointed by the Board of Directors (the “Board”) of the Avellino Isles Condominium Association (the “Association”), and performs its duties and responsibilities so as to support the Board to protect, maintain, and enhance the value and livability of our community.

The Committee assists and advises the Board by:

DUTIES AND RESPONSIBILITIES SPECIFIC TO THIS COMMITTEE:

1. Keeping the Association’s governing documents current and ensuring that the members of the Board remain knowledgeable of their contents.
2. Recommending changes to the Rules and Regulations of the Association for approval by the Board.
3. Advising the Board as to its compliance with the Association’s governing documents.
4. Providing recommendations to the Board as to its structure and that of its standing and temporary committees to ensure operations in the best interest of the Association’s members.
5. Maintaining a Master List and copies of all major contracts (\geq \$25,000) including ending and/or renewal dates and other pertinent information.
6. Participating in procurement activities as defined in the Association’s Process for Obtaining Needed Products and Services via the Preparation of Requests for Proposals and in other similar processes that may be developed.
7. Coordinating a process of ensuring that candidates are available to fill vacancies on the Board and its Committees.
8. Providing input and support to the Board on legal issues, including litigation.
9. Providing input to the Board for evaluating the performance of the Property Manager.
10. Providing input to the Association’s *Long Range Plan* and Annual Plan and Budget.