

COUNTRY ROADS
BUILDING FUND COMMITTEE
CHARTER

1. With the Country Roads Board of Director's approval, the Country Roads Building Fund Committee shall now be referred to as the BFC. Furthermore, the Country Roads Board of Directors shall, with this approval, acknowledge the BFC and shall, hereafter, support and aid this committee to achieve its goals. The BFC serves at the pleasure of the Country Roads Board of Directors.
2. The goals of the BFC shall be to raise funds through a variety of events. All monies raised shall be used for the betterment of Country Roads.
3. Nomination and Election of members will be held at the March annual meeting of the BFC. Members will be elected for a two (2) year term with a two (2) term limit. All in attendance at the annual meeting are entitled to one vote.

To provide for continuity, three (3) members shall be elected in even years and three (3) members shall be elected in odd years. The Country Roads Board of Directors may appoint a member of the Board of Directors as Liaison to the BFC. The Liaison shall be a non-voting member.

4. The Parliamentarian/Historian and the Publicity Chair may be appointed by the BFC Executive Board.
5. The BFC meetings shall abide by Robert's Rules of Order.
6. The BFC Executive Board shall be responsible for:
 - a.) Meeting with Country Roads residents and selecting the fund-raising events to be considered for a given season;
 - b.) Appointing Event Chairpersons;
 - c.) Evaluating each event budget submitted by the Event Chair(s), and ensuring a profit margin expected;
 - d.) Coordinating with the Event Chair to obtain dates and time with the Country Roads Activity Coordinator for each event;
 - e.) Procuring progress reports of each event to be given at monthly meeting of the BFC;

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- f.) Ensuring after the event is completed; the chair shall provide the BFC a record of income and expenses;
 - g.) An accounting of all BFC financial information. The Country Roads General Manager shall provide monthly financial reports to the BFC Treasurer; and
 - h.) Filling vacant BFC offices by appointment for the remainder of that term.
7. All BFC projects shall be more than One Thousand Dollars (\$1,000) and less than Fifty Thousand Dollars (\$50,000) and have the approval of the BFC members and shall be submitted to the Country Roads Board of Directors for final disposition. All expenditure of monies from the BFC must be used for the betterment of Country Roads, as outlined in the By-Laws.
8. The Charter of the BFC may be amended from time to time by the approval of both the Country Roads Board of Directors and the BFC.

Amended – February, 2013

Barbara Taylor, President

Doug Feeney, Vice President

Vicki Derksen, Secretary

Jane LaFrenaye, Treasurer

Forrest Pierson, MAL

Dan Sauro, MAL