



Lifestyle Enhancement Committee Charter

Revised July 2022

Committee Establishment: As required by the Covenants, Conditions and Restrictions (CC&Rs), Section 4.2 (b), the Lifestyle Enhancement Committee (LEC) is established as a permanent standing Committee of the Anthem Country Club Community Association (ACCCA). As provided in Article V, section 5.3 of the Bylaws, this Committee is the Deed Restriction Enforcement Committee and is established as a standing Committee of the Anthem Country Club Community Association (ACCCA).

Mission: The Committee has been established to oversee the architectural standards established by the original developer for the Anthem Country Club community and to review Exterior Change Applications from homeowners for additions or modifications to their house or lot. The LEC will periodically review those standards to ensure they remain relevant.

Duties: The duties of the Committee include, but are not limited to, the following:

- Review and propose updates, as needed, to the Residential Design Guidelines to the Board for approval and follow-up approval by the Anthem Community Council;
- Maintain jurisdiction over modifications, additions or alterations made on or to existing structures and landscaping as per the CC&Rs;
- Monitor compliance with and enforce the Residential Design Guidelines and the Initial Use Restrictions in CC&Rs Exhibit C; and
- Serve as Reviewer on resident proposed modifications, additions or alterations to the exterior of existing structures and to landscaping before work can proceed.

Membership: The Committee will consist of three (3) to nine (9) members, unless otherwise authorized by the Board. The Board will appoint a Board Member to serve as the Committee chair. The Committee will interview and nominate candidates for appointment by the Board. The Board may create and appoint such sub-committees of the LEC as it deems appropriate, per the CC&Rs. Non-voting ad hoc members may be invited to participate in Committee activities associated with specific issues or events. All Committee members must abide by the Committee Member Code of Conduct Policy.

Eligibility for Membership: Committee members must be Owners of the Anthem Country Club community and in good standing with the ACCCA and ACC. Members may not be a partnership or corporation. Pursuant to A.R.S. 33-1817, an ACCCA Board Director will serve on this Committee as its Chair and as a voting member. The Committee may consider the demographics of the community in selecting members to ensure balanced representation of views and interests.

Qualifications: Committee members should have working knowledge of the ACCCA Governing Documents and the ability to attend both regularly scheduled and special Committee meetings.

Committee Terms: After serving six (6) years , members of an ACCCA Committee time out of that Committee in order to provide opportunities for other residents in the community to serve. The suggested length for the hiatus from a Committee is one (1) year. There may be exceptions to this guideline:

- The member may be allowed to return to the Committee in less than one (1) year if no one volunteers for the vacant position or if the member's experience or skill set may be deemed necessary for the smooth operation of that Committee.
- When a member is reaffirmed without a one (1) year hiatus, the reaffirmation term shall be two (2) years.
- The member may apply for membership in another Committee at any time when vacancies occur.

Removal of Members: All Committee members serve at the pleasure of the Board. Committee members may be removed by a majority vote of the Board. In addition, service may be terminated by term expiration, resignation, or failure to meet eligibility requirements.

Committee Leadership: The Board will appoint a Board member to serve as chair, as required by A.R.S. 33-1817. The chair is a voting member of the LEC and counts toward a quorum. The chair also will perform the duties of Board liaison. The chair will appoint a vice chair and may appoint other officers as deemed necessary. The chair is responsible for creating agendas with the Community Manager, leading meetings, and serving as the point of contact with the Community Manager. The vice chair will act in the chair's absence, with all powers, duties and responsibilities provided for the chair when so acting.

Meetings: The Committee will have regularly scheduled monthly meetings. There must be at least one meeting per quarter. Committee members must be available to attend a minimum of 75% of scheduled meetings each year either in person, via video conference, or telephone conference. Meetings may be canceled if there is no business or a quorum cannot be established. Special meetings may be held as the Committee chair deems necessary. Meetings are open to all homeowners. The Committee may adjourn into executive session to consider items which may be discussed in a closed meeting pursuant to Arizona Law A.R.S. 33-1804(A).

Procedures: Members will be provided at least four business days' notice of the time and place of all Committee meetings and the agenda for the meeting. Notice may be given in person, by phone, by mail or electronic mail. A majority of voting members present at the meeting constitutes a quorum to act on business before the Committee. Minutes of meetings will be recorded and provided to Committee members for review and approval. The Chair will submit a report on all Committee activity to the Board at the quarterly Board meetings.

Parliamentary Rules: Unless the Committee chooses otherwise, *Robert's Rules of Order* (current edition) will govern the conduct of the Committee proceedings when not in conflict with Arizona law or the ACCCA Governing Documents.

Authority: The Committee and its members have no authority to bind the Association to any contractual or other liability and have no decision-making authority that is binding upon the Association. The Board may take action or make decisions with or without involving the Committee and may take action and/or make decisions that are consistent with or contrary in whole or in part to a Committee recommendation.