

**RESOLUTION TO ESTABLISH THE SUDDEN VALLEY COMMUNITY ASSOCIATION
(SVCA) SAFETY COMMITTEE - 2025**

WHEREAS, Article V, Section 1 of the Sudden Valley Community Association Bylaws requires that standing committees of the Board of Directors (Board) be established by resolution; and

WHEREAS, the Board desires to promote education and awareness of personal and community safety among members.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors hereby establishes the **SVCA Safety Committee** as a standing committee of the Association.

I. Purpose:

The Safety Committee shall serve to educate members on best practices for personal, household, and community safety. The Committee may also coordinate with local agencies on preparedness, response education, and hazard mitigation, subject to Board approval.

II. Responsibilities:

The Committee is empowered to:

- Propose safety-related programs, events, and initiatives.
- Prepare educational materials.
- Advise the Board on safety concerns and member feedback.
- Coordinate volunteer efforts as approved by the Board.

All actions of the Committee shall be advisory unless specifically authorized by the Board.

III. Membership:

The Committee shall consist of at least five and no more than seven voting members:

- At least two members shall be current Directors.
- At least three members shall be non-Directors and members in good standing.
- The Chair shall be a Director appointed by the Board.

The Board shall appoint committee members and must maintain good standing throughout their service.

IV. Meetings & Procedures:

- The Committee shall meet at least quarterly.
- All meetings shall comply with SVCA Bylaws, Board Resolutions, applicable Washington State laws, and SVCA's Code of Conduct.
- Meetings shall be conducted under Robert's Rules of Order.
- A quorum shall consist of a majority of appointed voting members, including at least one Director.
- Meeting notices and agendas shall be posted on the SVCA website at least 48 hours in advance.
- Written minutes shall be maintained and posted on the Committee webpage.
- Reports shall be submitted to the Board as requested.

Adopted by the Board of Directors:

President

Keith McLean
Keith McLean

Date

8.5.25