

SADDLEBROOKE TWO PROPERTY OWNERS ORGANIZATION, INC.

UNIT REPRESENTATIVE COMMITTEE CHARTER

The Unit Representative Committee [Committee] is hereby established as a standing committee of the SaddleBrooke Two Property Owners Organization (STPO), Inc. The Committee shall exist in perpetuity, unless abolished by the STPO Board of Directors [Board]. The Committee shall serve in an advisory capacity to the STPO Board.

The Unit is the primary organizational structure within the SaddleBrooke Homeowners' Association #2 [HOA #2]. It provides both STPO and HOA #2 with a means for sharing information with and receiving information from homeowners. The primary responsibility of the Unit Representative, who is selected by the homeowners of the Unit, is to facilitate this two-way flow of information.

COMMITTEE PURPOSE

The purpose of the Committee is to represent the interests of the residents of the individual units in HOA #2. This is accomplished by:

- a) Facilitating the two-way flow of timely, accurate information between the homeowners and the STPO, HOA #2, and the Villas Boards of Directors, and their committees;
- b) Providing timely, accurate information to Unit Representatives;
- c) Assisting homeowners in problem-solving activities;
- d) Providing education for Unit Representatives.

RELATIONSHIP WITH OTHER ORGANIZATIONS IN SADDLEBROOKE

In order to fulfill the purpose of the Committee, it is necessary that the Committee and its members maintain a good working relationship with other organizations in SaddleBrooke. It is anticipated that the Unit Representative Committee will become a standing committee of the HOA #2 Board at transition.

REVISIONS

Changes to this charter, including the Policies and Procedures, require approval by the STPO Board.

Approved: *December 9, 2010*