

**HILTON HEAD PLANTATION OWNER'S ASSOCIATION, INC.  
BOARD OF DIRECTORS**

**COMMUNICATIONS COMMITTEE**

**WHEREAS** Article X, Section 1 of the Hilton Head Plantation Property Owners' Association Bylaws grants the Board of Directors the powers and duties necessary for the administration of the affairs of the Association;

**WHEREAS** Article XII of those Bylaws grants the Board of Directors the authority to "...appoint committees as deemed appropriate in carrying out its purpose."

**NOW THEREFORE,** BE IT RESOLVED THAT a standing Communications Committee be established, having the following terms of references:

**RESPONSIBILITY**

The primary responsibility of the Communications Committee is to serve the interest of the Board of Directors of the Hilton Head Plantation Owners' Association by developing a comprehensive and integrated communications program which will result in an informed and involved community through the utilization of effective promotional programming and communication channels. Its functions will include, but not necessarily be limited to, the following:

1. Observe and Comply with the General Guidelines established for all committees.
2. Advise and assist the BOARD in developing policies and implementing programming that will provide information as well as promote the exchange of information between the HHPPOA Board, the Administrative Staff, residents of the community, and the town and county as a whole.
3. Advise and assist the BOARD by developing communications materials and programming to support all the programming and promotional requirements of the BOARD to ensure an informed community.
4. Advise the board on policy matters related to the publication of Plantation Living and the Plantation's web site

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- 5. Advise the board on advertising for Plantation Living and the Plantation’s web site.
- 6. As directed by the Board, advise the Board on the manner and content of community surveys to ascertain resident interest, trends, and demographics.
- 7. Advise the board on activities to increase community participation at our quarterly and annual meetings.
- 8. Perform such other functions as directed by the BOARD.

**MEMBERSHIP**

The Communications Committee shall be composed of no more than seven (7) members of the HHPPOA, who shall be members in good standing throughout the term of office, in the following manner: a Chairperson who is a member of the POA Board of Directors, six (6) members of the HHPPOA. Two alternate non-voting members may be appointed at the discretion of the Board. The Communications Coordinator shall be a non-voting ex-officio member of the Communications Committee. Alternate committee members may participate in meeting discussions, be appointed to sub-committees and vote if a member(s) of the committee is absent from a meeting.

**ATTEST:**

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRESIDENT

CORPORATE SEAL