ST. JOHNS FOREST MASTER HOMEOWNERS ASSOCIATION, INC.

11555 Central Parkway, Suite 801
Jacksonville, FL 32224
(904) 998-5365 Fax (904) 998-5366

COMMUNICATIONS ADVISORY COMMITTEE CHARTER

WHEREAS, the Board of Directors has determined that the best interests of the Association and its members would be served if COMMUNICATIONS to its members were evaluated and coordinated by a committee of the members; and,

WHEREAS, the Board of Directors within their authority has the responsibility to establish such committees and charge those committees with duties and responsibilities;

NOW THEREFORE LET IT BE RESOLVED, that there shall be a committee chartered as the Communications Advisory Committee. This Committee shall have the following responsibilities and authority:

1) The Committee shall review current communications items and procedures and make recommendations that would better involve volunteers and provide transparency among the members of the SJF community. Such a review would include, but not be limited to:

a) a directory of all members of the Association;

b) "communication lists" to encompass as many or as few emails as may be desired by each member;

c) publicity of meeting dates, agendas, reports, etc.

d) the community website;

e) the Welcome Packet of information for new owners, in particular FAQs for HOA and CDD, Florida "Sunshine Law" regulations, etc.;

f) the possible creation of a neighborhood newsletter;

g) development of an HOA board packet for newly elected directors.

2) The Committee shall consist of at least (3) members.

3) The Committee shall meet as necessary.

4) The Committee shall make recommendations to the Board of Directors for consideration of modifications and enhancements to improve communication to and among the members