

**Blairstone Forest Community Association
Grounds Committee Framework**

- **The Chair of the Grounds Committee is approved by the Board of Directors.**
- **The Grounds Committee Chair will submit reports for the Board to the President prior to all Board of Director meetings** and an end-of-year report at the Annual Meeting.
- **The Grounds Committee Chair is responsible for recruiting volunteers to serve on the committee.** All volunteers must be homeowners in Blairstone Forest.
- **The Grounds Committee has no authority to spend Association money without prior approval of the Board of Directors.** For 2018, an amount of \$150 is set aside in advance for beautification projects to be used by the Grounds Committee subject to submitting receipts for reimbursement. Beyond that amount, Board approval of Grounds recommended projects is required.
- **The Grounds Chair will submit an annual plan of projects to the Board each December,** in time for the Annual Meeting. That plan will include anticipated spending for any projects to be undertaken, changes to be made in the lawn care contract, any “work days” for homeowner volunteers to clean-up common areas, a plan for addressing native and non-native invasive plants, all to be addressed and Board approved before being undertaken.
- **The Grounds Committee will monitor the condition of all Association property** and notify the Board when repairs or replacement seem warranted. Such will include, but are not limited to, trees on common land, the condition of fences, boardwalks, foot paths, the gazebo on the island, the maintained entrance from Blair Stone Road through our divided entrance, and our roads.
- **The Grounds Committee will be an education resource to the homeowners of BFCA.** If an owner wishes to have guidance in landscaping decisions, the Grounds Committee will be ready to advise about trees, shrubs, ground cover, etc. that will flourish here in the Forest and assist homeowners in first submitting all changes in landscaping to the ACC.