

Top o' Topanga Community Association Committee Interest Form

[Updated February 2022]

The Top O'Topanga Board of Directors is asking for volunteers to serve on committees. If you would like to serve on a committee, please fill out this form and return it either to the office or to ToTOnSiteOffice@gmail.com. Thank you!

NAME: _____ **ADDRESS:** _____

PHONE/CELLPHONE: _____ **EMAIL:** _____

Please check the committee areas of interest and briefly describe your relevant qualifications (background/experience):

Committees – All TOTCA committees are created and appointed by the Board of Directors.

- Architectural Review Committee (ARC):** Reviews and approves/disapproves applications for changes to lots and homes. Currently, comprised of two board members and one homeowner.
- Audit Committee:** The Audit Committee is comprised of the Board.
- Communications Committee:** Supports HOA communication efforts.
- Community Systems Response Committee:** Responds to community and utility systems issues with London Management during non-business hours.
- Emergency Preparedness Committee:** Makes recommendations to board regarding common area emergency preparedness and provides emergency preparedness information to community.
- Finance Committee:** Reviews HOA finances, the annual audit report and prepares the annual budget and makes recommendations to the board.
- Landscape Committee:** The committee concern itself with all plants within the common area of the community.
- Pool Testing Committee:** Tests pool water quality on days when on-site management or pool service are not available.
- Social Committee:** Plans, organizes, and hosts community social events and provides hospitality services at community meetings.
- Utility Infrastructure Planning (UIP) Committee:** Researches and makes recommends regarding utility infrastructure upgrade projects.

Ad-Hoc Committees – Primarily task-based and focused on specific and timely projects per the board's direction.

- Ad-Hoc Commercial Loan Committee:** Researches loan terms and makes recommendations to the Board.
- Ad-Hoc Gym Committee:** Researches and makes recommendations to the board about improvements to the Fitness Room.
- Ad-Hoc Insurance Committee:** Researches and recommends HOA insurance options as needed.
- Ad-Hoc Playground Committee:** Researches current Covid restrictions and advises the board on re-opening the playground.
- Ad-Hoc Pool Committee**
- Ad-Hoc Security Camera Committee:** Researches security camera system upgrades.
- Ad-Hoc Volleyball/Basketball Court Committee:** Researching possible locations and raising funds for installing the courts.