

## Announcement

### Sports Committee Candidate Request

Do you have an interest in serving on the Hershey's Mill Sports Committee? If so, please read the information below and return the information requested.

#### Sports Committee:

The Sports Committee is replacing the Sports Group. There are no longer Sports Group 'Members' as all HM residents have the same access to the HM Sports Facilities. The Sports Committee is responsible for helping organize and promote Hershey's Mill's active lifestyle within HM, which consists of a variety of sports, activities, and social events. The Sports Committee works closely with and provides 2-way communication with the various sports and activities leaders to support them in their efforts to provide opportunities to further enhance the facilities and/or the enjoyment of all that Hershey's Mill offers.

The Sports Committee meets monthly and supports the different sports and sports leaders. The initial appointment will be until January 2022. In January, of each year, all HM Committee members are either invited to serve for another year or are thanked for their service.

#### The Sports Committee is made up of the following committee positions:

##### Presiding committee person/ President

Preside over monthly committee meetings.

Formulate the monthly agenda with input from other committee members.

Work with the Ambassadors of each Village to communicate about the sports amenities with new residents.

Approve expenditures up to \$250.00. These approved expenditures to be reported at the next Sports Committee Meeting.

Support other committee members as needed.

##### Committee person/ Recording Secretary

Keep notes during monthly committee meetings.

Write a monthly report of the meetings, subject to approval at the next committee meeting, provide minutes to committee members for action purposes asap after meetings.

Proofread articles for the Monthly Digest, assuring accuracy and appropriateness of statements, and turn in to the Guide & Digest.

Support other committee members as needed.

##### Committee person/ Treasurer

Maintain a record of income and expenses for the fiscal year.

Compile a monthly financial statement to be presented at monthly meetings.

Prepare an annual maintenance budget statement based on information provided by sports leaders. Provide annual maintenance budget to Sports Board Liaison.

Assist with preparing a budget for special events such as having a pig truck social and maintain a record of income and expenses for the special event.

#### Committee person/Communications

Prepare community wide emails that announce Sports Complex activities, special events and minutes of monthly meetings.

Prepare Sports list emails to residents who have requested to be on a general Sports list and also to individual sports lists, as requested or prudent.

Communicate to the Community and between amenities, Sports Board Liaison, Sports Groups and Others as needed.

Assist as available with committee projects.

#### Committee person/ Facilities and Sports

Meets with Sports leaders to understand each sports' need for maintenance, upgrades and incidentals.

Gather maintenance expenses from each Sports Leader for inclusion in the annual maintenance budget to the MA, bring maintenance, upgrades and incidental expense request to the Sports Committee for approval. After approval, provide expense lists to Treasurer who will interface with Sports Board Liaison.

Be aware of general conditions of sports facilities. Report immediate repair needs to HM HOA Managing Agent.

Report upcoming repair needs to Sports Committee and then to Board Liaison.

Fill in temporarily, as needed, for any sports leader vacancy.

Assist, *if needed*, in recruiting leaders for any leadership vacancies for any sport as vacancies or resignations occur.

#### Committee person/ Technology

Update HM Sports website and Sports Leader list as needed.

Post monthly minutes to website.

Assist as needed with implementation of new technology.

#### Committee person/Community at large

Plan, support, coordinate, recruit assistance for main holiday events (Memorial Day, July 4, Labor Day, other special events)

Recruit Sponsors for events and sports complex in general (acknowledgement on emails for events, bulletin boards)

Provide communication/flyers to Communications to send out to the Community.

Adjunct Members: who will be invited to attend Committee Meetings, as non-voting members, on an as needed basis and no fewer than three times a year will include a Sports Leader representing each sport as listed below:

Biking

Billiards

Bocce

Bowling  
CPR  
Horseshoes  
Pickleball  
Platform Tennis  
Shuffleboard  
Table Tennis  
Tennis