

**STANDING COMMITTEE TERMS OF REFERENCE
INFRASTRUCTURE COMMITTEE
MARCH 14, 2022**

PREAMBLE

This Committee is created under the Venture Out Bylaws (Article IV, Section 11, f.) to assist and advise the Board of Directors. Committees may request assistance for outside professional advice and help by may not contract directly for these services. This responsibility lies solely with the Board of Directors and the Venture Out Manager.

MEMBERSHIP

The Committee shall consist of lot owners and one Condo Board member as voting members. The Condo Board member will also act as liaison and provide two-way communications between the Committee and the Board of Directors for the Condominium Association, the Venture Out Manager, and other members of the Venture Out Management team that may be included as required. Under the Venture Out Rules and Regulations (Section III, Articles 7 & 8) a lot owner appointed to a standing member may be reappointed thereafter for open ended 1 year term. In the event of Committee vacancies, the committee will solicit applicants and recommend appointments to the Condo Board of Directors.

COMMITTEE PURPOSE

1. To liaise with utility officials, the Venture Out General Manager, and the Venture Out Architectural Inspector to identify potential needs or improvements and to document current and future problems as they relate to utilities.
2. To research and propose potential improvements to utilities and propose solutions to Identified problems, including the costs to rectify them to the Board.
3. To recommend the approach Venture Out should take in dealing with infrastructure issues such as: Electrical, Irrigation, Water, Domestic Water, Sewer, Telephone, Cable television, Street lighting, Park drainage system, Streets, Internet and the Solar Power system.
4. To involve lot owners when appropriate, especially on items related to utility easements.
5. To report on infrastructure issues and their relationship to the Reserve Fund.

OPERATIONAL GUIDELINES

1. The Committee will strive to maintain amicable and cooperative relationships with all relevant agencies and Venture Out residents, including Venture Out Management and Staff.
2. The Committee will report to the Condo Board on all current and related issues.
3. The Committee will present an annual report to the Condo Board and lot owners at the annual meeting in February.
4. Under normal circumstances, once a year, the Committee will elect a chairperson and a

Secretary. This election is to be held prior to the Boards review of all Standing Committee Terms of Reference.

5. Annually, shortly after the new Condo Board Members have been seated, the Committee will review its Terms of Reference and submit proposed amendments to the Condo Board for approval.
6. Minutes of all meetings will be taken and put on file with the Corporate Secretary.
7. Meetings are to be at least once per month during the season of October through March. The meeting shall comply with A.R.S. 33-1248 (Bylaws art. 1V & 13). All board meetings (and regularly scheduled Board Committee meetings must be open to members to attend and observe. The Committee shall provide for a reasonable number of persons to speak on each side of an issue.
8. Agendas for Committee meetings are to be posted 48 hours in advance by the Corporate Secretary.
9. Any member missing two meetings without an excused absence will be subject to removal from the Committee.
10. The Committee meetings shall comply with Roberts Rules of Order when not in conflict with Venture Out Bylaws and Rules and Regulations.

MEMBERSHIP LIST

Title/Names	Address	Email Address	Phone#
Chairman Mike Flick	618 Aero	mikegloriaflick@juno.com	604-839-0437
Vice Chairman Peter Gauthier	18 Douglas	wireless.p@gmail.com	604-992-0560
Secretary Kevin Shopik	11 Navajo	kishopik@gmail.com	587-225-0500
Condo Board Rep Elko Kroon	335 Aero	ekroon@shaw.ca	604-986-3166

MEMBERS

Mike Ross	301 Merlin	tereross56@gmail.com	307-286-4236
Bill Lorkowski	814 Aztec	fbksbill48@yahoo.com	907-388-3735
Warren Lee	434 Merlin	wandblee@comcast.net	540-538-0438

NON-VOTING MEMBERS

Owners Rep - SRP

Gordon Klofstad 523 Aztec gklofstad@msn.com 480-854-8883

Venture Out GM

Mary Schmit Admin vogm@ventureoutvresort.com 480-832-0200

Architectural Inspector

Keith Kettle Admin architectural@ventureoutvresort.com 480-832-0200