

## Awards Committee

### Meeting Notes – November 22, 2011

1. Awards Committee will assume responsibility of sending Board holiday cards. Recipient list provided by Board President. Budget = \$ 250.00 (includes postage)
2. Cards for 2010 have already been ordered and assembled ready to mail first week of December.
3. Volunteer awards – annual awards given automatically for service to the community
  - Lanyard for first year service – currently have sufficient supply
  - Rose pin for first year of service and each subsequent year – Budget = \$450.00
4. Volunteer Party – The following recommendations will be presented to the Board at the November meeting:
  - Volunteer party should occur the weekend following the annual meeting (March)
  - Both business and social awards will be presented at this event.
  - Make event special for ALL volunteers.
  - Group committees, clubs, etc. at the beginning of the event and recognize each group. Prepare signage to identify group locations. Use Powerpoint to display names of volunteers. Recognize each group.
  - Each chair presents awards to the group.
  - Informal socializing afterward
  - Publicize this event to encourage greater participation. Utilize Committee chairs meeting and Advisory Group.
  - Budget = \$500.00
5. Perpetual plaque
  - Awards Committee will update the perpetual board as needed after the election -- \$5.00/plate
6. Special award – Board of Directors approved the purchase of bronze roses as a very special award. The Awards Committee was charged with developing the criteria and process for this award. The following recommendations will be made to the Board at the November meeting:
  - The name of the award is the ROSE.
  - The award is NOT automatic and may not be awarded every year.
  - The award is presented for an outstanding achievement (a special project); extraordinary efforts above and beyond the normal operations.
  - The award recognizes an individual who made a difference for the entire community.
  - The criteria to be established will be realistic, specific, and achievable.
  - Homeowners and non-homeowners are eligible for this award.
  - The committee will develop and distribute a nomination form.
  - Nominations are submitted by homeowners or staff.
  - Publicity must be widespread (i.e. newsletter, website, block captains, etc.) beginning in January.
  - Nominations are due February 1.

- The Awards Committee will review the nominations and recommend a recipient, if any, to the Board at the February meeting.
- This award is presented at the Annual Meeting in March.