

## **Chapter 10-10**

### **FOOD AND BEVERAGE COMMITTEE CHARTER**

#### **I. PURPOSE AND OBJECTIVE**

The Food & Beverage (F&B) Committee shall meet monthly to assist the Board, the GM and F&B Managers in defining the direction and requirements of the CWPV HOA Food and Beverage amenities.

The Committee's purpose is to review the Food & Beverage operations, assess inputs from Association members, and provide relevant recommendations to the Board, the GM and the Food and Beverage Managers.

#### **II. ORGANIZATION OF COMMITTEE**

The committee is a standing committee consisting of seven (7) members. A member of the Board, the GM and the Food and Beverage Managers will attend regularly scheduled meetings of the Committee. The Committee Chairperson may invite other homeowners to participate in special assignments, but these invitees have no voting rights.

#### **III. SPECIFIC DUTIES**

- A. Assess current F&B operations, service, food offerings, and facilities at both Cottonwood and Palo Verde.
- B. Review inputs from the community concerning F&B, including Comment Cards and "word-of-mouth." Solicit community inputs, as appropriate, through the use of Board approved surveys and other means. Provide feedback and recommendations to the Board and Management based on these inputs.
- C. Observe usage trends and menu preferences at F&B venues, and provide recommendations as needed.
- D. Monitor overall finances of the F&B operations. Provide recommendations to the Board and/or Management of any items or areas that may impact the current or future financial requirements.
- E. Coordinate with Management communiqués, advertising, and other

forms of communication, including a weekly e-letter, to inform homeowners and promote usage of the Association F&B venues and events.

- F. Generate ideas intended to promote increased F&B usage and revenue. Provide these ideas to Management and support Management in the development or execution of these promotions.
- G. Support Management and/or the Board, as needed, with assigned projects.
- H. Provide recommendations to the Board and/or Management.