

Barrington Club Association Property Oversight Committee

Committee Mandate

The mandate of the Property Oversight Committee is to assist Seacrest Southwest in the proactive identification and prioritization of weekly/monthly general maintenance property issues and activities on behalf of Barrington Club Association owners.

Committee Members

One (1) Board Member Committee Chair (CC)
One (1) Board Member
One to two (1-2) Barrington Owners
One (1) Seacrest Southwest Property Manager (PM)

Meeting Schedule

Weekly: Committee Chair (CC) and Property Manager (PM)

The CC and PM will meet weekly to review all active/"in play" property management issues and activities (ie: status update of the "rolling punch list") to ensure issues and activities are being identified and resolved in a timely manner.

Bi-weekly: Barrington Committee Members

The CC will coordinate with other POC members to walk the property and identify existing and new property issues and activities.

The CC will then consolidate the list for review with the PM at the weekly meetings. Issues and activities that have the potential to result in costly maintenance repairs \$1000 are to be discussed with the President prior to resolution.

Scheduled Board Meetings

The CC will provide updates to the Board as a standing board agenda item.