

Rights and Responsibilities of Management Committee Members of Luddenden Foot Community Association

Committee Members have the right to:

Expect Members and Users to pay subscriptions and fees when requested.

Expect Members to know and comply with the rules and regulations of the community association and of using the Civic Institute and that Members will read materials provided by the association.

Respectful and honest treatment from Members and Users.

Conduct meetings in a positive and constructive atmosphere.

Receive support and constructive input from Members and Users.

Use opportunities to obtain publications and attend training workshops that are directly related to their responsibilities and as approved by the association.

Management Committee Members have the Responsibility to:

Fulfil their duties to the community association and exercise discretion in any matter that they believe to be in the best interests of the community association and its members.

Seek professional guidance when necessary and follow established management practices.

Balance the needs and obligations of the Community Association as a whole with those of individual Members and Users.

Understand the association's governing documents and how to apply them with respect to local and central government legislation.

Establish sub-committees and alternative methods of obtaining input from Members and Users.

Conduct, open, fair and well-publicised elections.

Welcome and educate new members of the community association.

Encourage input from Members and Users on issues relating to the building which affect them personally and/or as a group.

Encourage events which increase footfall for the building and revenue for the association.

Conduct business in a transparent manner when feasible and appropriate.

Allow Members access to appropriate community association records when requested.

Collect monies due from Members and Users as appropriate.