

**THE PARK TOWER CONDOMINIUM ASSOCIATION
HEALTH CLUB COMMISSION CHARTER
UPDATED APRIL 2021**

AUTHORITY: The Illinois Not for Profit Corporations Act empowers the Board of Directors of The Park Tower Condominium Association to establish Commissions to make recommendations to the Board. The Board, pursuant to this authorization hereby forms the Health Club Commission. It shall be called the "Health Club Committee".

PURPOSE: The Commission shall be responsible to present suggestions and recommendations for maintenance and administration of the Health Club, through the Management to the Board of Directors. The Commission may also be given specific direction or requests for particular projects including budgeting and deadlines by the Board as projects are proposed.

MEMBERSHIP: Membership on this Commission is restricted to resident and non-resident owners who are current members of the Health Club. The Board shall appoint a Chairperson by resolution. The Chairperson may establish guidelines for ongoing membership. Board Members and Management personnel may attend meetings, but may not act as official members or participate in votes unless authorized by the Board. The Board shall appoint a Director to act as a liaison between the commission and Board for consultation, guidance and communication.

PROCEDURES:

1. It is the duty of the Chairperson to call the Commission together.
2. Meetings should be held either as frequently as the Commission deems necessary or in response to requests from the Board for direction and consultation on projects.
3. The Chairperson may appoint members to research and perform various tasks.
4. The Commission, through its Chairperson, is expected to work with Management, but shall not provide specific direction and/or supervision.
5. The Commission should submit a written report for each meeting to the Board of Directors via Management on or before the Monday preceding the regular meeting of the Board. The report should contain any recommendations that have been agreed to by a majority vote at a meeting of which every member has been notified. Reporting of all Commission votes will include the vote count of the attending members.
6. The Commission shall not have spending authority nor shall they be authorized to give direction to consultants or contractors that may be engaged for services provided to the Association, unless specifically authorized by the Board of Directors.
7. On an annual basis, the Commission may work with Management to provide insight and recommendations for the proposed budget for the upcoming fiscal year.

Approval of the Board of Directors: 4/12/2021
Date

BY: Michael Parrie
President

Sheldon Atinsky
Secretary