

**THE PARK TOWER CONDOMINIUM ASSOCIATION  
SOCIAL 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 Social Commission. It shall be called the "Social Committee".

**PURPOSE:** To create a sense of community among the owners and residents by presenting suggestions and recommendations for social activities to the Board of Directors. Once approved by the Board of Directors, the Social Commission shall coordinate recurring, special, social and recreational activities, and recommend budgets for any such activities. The Commission shall keep track of income and expenses for each social function and review other social matters that may be brought to its attention by the Board of Directors.

**MEMBERSHIP:** Membership on this Commission is restricted to both resident and non-resident owners and renters. The Board shall appoint a Chairperson by resolution. The Chairperson may recommend and maintain guidelines for ongoing membership to be considered by resolution of the Board. Board Members 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 as needed.
3. The Commission Chairperson may appoint members to research and perform various tasks.
4. The Commission, through its Chairperson, is expected to work with Management, but is not expected to provide direction and/or supervision unless specifically directed by the Board.
5. The Commission should submit a written report to the Board of Directors or inform the Managing Agent that a verbal report will be made, if necessary, on or before the Monday preceding the regular meeting of the Board. The report should contain 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 Commission 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, with the

exception that Commission members at the supervision of the Chairperson may purchase and acquire event materials supplies for said event with funds allocated by the approved budget and projected guest ticket receipts.

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

BY: Michael Parrie  
President

Sheldon Atouch  
Secretary