



Community Committees & Boards

Frequently Asked Questions

1. Is there a quick way to find what I am looking for without reading each question?

*Yes, simply hold down the control key (ctrl) and press the “F” key. A find or search box will appear. Type a keyword into the box and press “search” or “find”. This should quickly locate a keyword in **any** type document.*

2. How can I find out when (date/time) and where a committee/board will be meeting?

All Tudor Branch committee/board meeting dates/times/locations are provided on the “Calendar” portion of the community website (www.tudorbranch.info). Unless stated otherwise all meetings will be held at the community clubhouse.

3. How may I contact the Tudor Branch Design Review Committee (DRC) to submit accessory building plans, residential fence plans and landscape plans for approval?

An ‘Application for Exterior Modification’ is on the Tudor Branch website (www.tudorbranch.info), resident’s side, under eForms. Fill out this eForm for an accessory building, residential landscape or fence plans. Then submit the document.

Documents may also be printed and mailed to:

**Tudor Branch Community Association
c/o Association Link
805 A Oakhurst Drive
Evans, GA 30809**

Please be sure to include a cover sheet which provides your property address and contact information. If you have any questions concerning the submittal process please feel free to contact the DRC at email address: drc@tudorbranch.info

4. Who do I report a community covenant violation complaint to and/or seek additional guidance concerning Tudor Branch covenants?

All community covenant violations and/or questions should be emailed to: covenants@tudorbranch.info.



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5. Who do I contact if I am interested in joining a Tudor Branch committee?

An eForm to 'Join a Committee' is available on the Tudor Branch website, resident's side, under eForms, Join a Committee. Or you can email the committee you are interested in:

Communications Committee: communications@tudorbranch.info

Covenants Committee: covenants@tudorbranch.info

Design Review Committee: drc@tudorbranch.info

Greenspace Committee: greenspace@tudorbranch.info

Recreation Committee: recreation@tudorbranch.info

Wilderness Trust Board: wtb@tudorbranch.info

6. What is the Communications Committee?

This committee should be comprised of at least three but no more than five Tudor Branch property owners who shall assist and guide the Board of Directors in administering the Tudor Branch Community Intranet, website, routinely create and publish community newsletters, manage the community AlertCast voicemail, text and email system, disseminate pertinent information to residents, compile and distribute new resident welcome packets and answer any questions new residents may have.

7. What is the Covenants Committee?

This committee should be comprised of at least three but no more than five Tudor Branch property owners who shall not be officers, directors, or employees of the Association, or the spouse, parent, sibling, or child of any officer, director, or employee. Members serving on this committee shall be the hearing tribunal of the Association and shall conduct all hearings held pursuant to Chapter 8 of the Community By-Laws. Members serving on this committee shall have no responsibility for seeking out violations of the Governing Documents. This committee will also manage the community's "Yard of the Month" program to promote general improvement of the environment, property beautification and litter abatement.

8. What is the Design Review Committee?

This committee should be comprised of at least three but no more than seven Tudor Branch property owners who will review and approve applications for improvements to a property in accordance with the Tudor Branch Architectural Guidelines and Community Charter. This includes things such as building additions, outbuildings, decks, landscaping, fences, as well as approval for basketball goals, dish antennas, etc.



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9. **What is the Greenspace Committee?**

This committee is responsible for soliciting suggestions and/or ideas from residents on ways to improve community walking trails, ponds and common areas. Committee members will organize activities to implement approved suggestions/ideas. This committee will also work with area schools to improve our education partnership; in the classroom by providing sponsorships or contributions to science related activities and outside the classroom by enhancing outdoor classrooms thus providing an opportunity for children to learn about wildlife and nature.

10. **What is the Nominating Committee?**

This committee will be responsible for submitting resident nominations for a Tudor Branch Board of Directors representative. Refer to Tudor Branch Community Charter, Chapter 3, Section 3.4, "Nomination and Election Procedures" for details concerning this periodically formed committee.

11. **What is the Recreation Committee?**

This committee oversees and maintains operations and relationships of all community recreation areas (pool, clubhouse, etc.). This includes, but is not limited to, hours of operation, usage/rental, cleaning services, purchase and maintenance of clubhouse/pool furnishings, etc. This committee may also coordinate a wide range of community events.

12. **What is the Service Area Committee?**

Individuals serving on this committee will represent and act on behalf of the owners in his or her community Service Area (Community Section) with respect to the services and benefits that the Association provides to his or her Service Area. This includes the nature and extent of such services over and above those services which the Association provides to all Units in Tudor Branch. The Service Area Committee shall consist of three Owners of Units in the Service Area. In the conduct of its duties and responsibilities, each Service Area Committee shall abide by the notice and quorum requirements applicable to the Board under Section 3.9, 3.10 and 3.11 of the Community Charter. Meetings of a Service Area Committee shall be open to all Owners of Units in the Service Area and their representatives. Members of a Service Area Committee may act by unanimous written consent in lieu of a meeting.

NOTE: There are currently no active Service Area Committees.



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13. What is the Youth Committee?

This committee should comprise Tudor Branch teenagers, ages 13-17, with at least three adult members providing guidance. The teenagers serving on this committee will brainstorm ideas to better the community in the way of activities, community events, etc. These ideas will be documented and presented to the board for suggestions. Upon approval of any of the suggestions, the Youth Committee, along with adult volunteers will communicate these ideas to the community with the assistance of the Tudor Branch Communications Committee (in the form of flyers, community announcement board, email list, etc.) and execute the event at the appropriate time. Some example events could be: observing Arbor Day by planting trees that have been approved by the architectural standard board in the community – a picture can be taken and a brief write-up submitted to the newspaper, a neighborhood babysitting list can be formed with contact information and distributed to the community, car good drive, participation in community parades, etc.

NOTE: This is currently no active Youth Committee.

14. What is the Wilderness Trust Board?

The Tudor Branch Wilderness Trust Board serves as the master steward of the community nature preserve, which maintains the potential to continually nurture and improve the greenspace within the community. The money in the Wilderness Trust Fund pays to maintain the ponds and to implement some of the suggestions of the Greenspace Committee – especially those involving area schools (see item # 9 above).

15. How can I get a question and answer added to this list?

Simply send an email to cpd@tudorbranch.info