

Adopted March 20, 2013

**Woodlake Community Association, Inc.
WSRC Transition Task Force Charter**

Task Force Purpose

The purpose of the WSRC Transition Task Force is to recommend to the Board of Directors whether to continue outsourcing management of WSRC or to expand the Woodlake Community Association administrative function to include WSRC management upon the expiration or termination of the current management contract or a combination of both.

Task Force Responsibilities

It shall be the responsibility of this task force to research the options for WSRC management, evaluate potential costs of each, determine the best option for Woodlake Community Association and present that recommendation to the Board of Directors (BOD) by the December 2013 meeting of the BOD.

Task Force Organization

The task force is composed of five (5) members and a BOD Liaison appointed by the Board of Directors and who serve at the pleasure of the BOD. The task force shall remain in effect until transition takes place at which time the term of each member shall expire and the task force shall no longer operate.

Task Force Operations

The task force shall meet at least monthly until the transition occurs with an initial recommendation and report due to the Board of Directors in December 2013. The task force shall submit monthly progress reports to the Board. Monthly progress reports shall be submitted to the Community Manager for inclusion in the Board packet.

Task force members are not authorized to solicit bids from companies or make representations to any landowner regarding the association's intentions, but are empowered to obtain information as needed to perform their function. The Board of Directors, not the committee, will be responsible for determining the direction of management of WSRC.