

Committees: Social

What is the Social Committee?

It is a committee that reports to the Board of Directors. Members serve on it.

When does it meet?

Meets as needed. Quorum: 3

What does the Social Committee do?

To oversee fair and responsible use of the Community Room, to develop and host Co-op wide events from time to time as funding and interest allow.

More specifically, the Social Committee is responsible for:

- processing applications for individual members who would like to use the Community Room to hold private events for friends or family. Any non-private uses are subject to the terms of the Rules and Occupancy Agreement, any applicable fees, all laws and consent by the Board of Directors.
- ensuring there are application forms posted by the calendar and instructions for booking on the bulletin board in the Community Building.
- ensuring events organized by the Social Committee are inclusive, non-discriminatory and consistent with co-operative values and principles (please see the Statement on the Co-operative Identity page 35).

How does the Social Committee work?

When applicable, the Social Committee has a Chair (see page 16 on chairing meetings) who organizes Committee meetings, coordinates meetings, and works with the Board and other Committees as necessary. Minutes are taken at Committee meetings by a member (see page 16 on taking minutes).

The Social Committee varies in size and activity depending on interest in holding and attending events. Some events that the Committee has held include: summer barbeques, Co-op wide garage sales, Christmas breakfast with Santa, board game nights and coffee and muffins for the annual Spring Clean-Up.

The committee contacts all Co-op members with information on planned events but anyone who has an idea or is interested in hosting an event is encouraged to contact, or join, the Social Committee. They can give advice as to whether the event would likely “work” as a committee event or is something best arranged by an individual. Remember, the Community Room is not just for meetings – it is a resource for all of us to use.

How to Book the Community Room (aka Common Room)

You will find a calendar, application forms and instructions on a corkboard in the hallway of the Community Building. You should have a key that opens the front door of this building.

1 Check the date on the calendar.

2 Write your name and time on the date in the calendar.

3 Fill out the application form (available next to the corkboard) and follow the instructions for contacting the Social Committee Member listed.

4 The Social Committee will reply confirming booking and with information on how and where to get the key.

5 Be sure to follow all the instructions for cleaning and key return on the application form.

FYI

Template available in Social folder in office:

- *Application for Booking the Common Room.*