

# **TROON COMMUNITY TEAMS**

The administration of this community depends on the willingness of our residents to volunteer for various activities. We have no paid employees. In order to cut down on expenses we are depending on folks like you to step up and help us with important community needs. The purpose of the teams is to investigate problems and issues, present proposals to the Board for consideration, and in some cases be involved in the actual work to complete an action. For example, the Landscape team actually helps with weeding, planting, etc.



We would love to include you as one of our team volunteers. Please review the opportunities below and contact our property management company, one of your current board members, or someone on a specific team to sign up!

## POOL MAINTENANCE

- Attend training to learn appropriate skills to check water ph
- Volunteer weekly/daily to check chemical levels of pool 4 times during the assigned day

#### **HOSPITALITY TEAM**

- Welcome new homeowners to Troon. Call and/or visit.
- Take with you: a list of residents, the Troon website information (troonhomeowners.com), ask if they have their by-laws and project rules from previous owner. If not, get one for them. When you run out of books, notify board liaison to get more.
- Leave a list of volunteer teams to see if they might be interested in getting involved.
- Give them a current newsletter.
- And if you feel like it, bake some cookies for them.
- Send "get well" cards to ill residents as well as other offers of help.
- Have periodic meetings with team members to get "best practices."
- Report to Board on accomplishments on a monthly basis (or as needed).

#### **GENERAL FIX IT TEAM**:

• Volunteer to do small maintenance jobs in Troon based on your skill level.

# LANDSCAPING TEAM

Tag shrubs and trees to be removed or replaced

# **NEWSLETTER TEAM**

- Write and organize monthly/bi-monthly newsletter
- Format articles on computer into a printable copy

- Use Board articles in addition to other community information
- Get Board approval before printing
- Have newsletter printed
- Distribute newsletters to residents' mailboxes

## SOCIAL EVENTS TEAM

- Introduce new activities for Troon residents' participation
- Activities may be offsite or at the community center
- Organize all details of the activity
- Publish event information in the newsletter

## HOLIDAY DECORATING TEAM:

- Decorate Community Center for Christmas.
- Decorate Troon entrance with holiday lighting.