

LEEWOOD VOLUNTEER FORM

Name _____ Address: _____

Phone Number: _____ Email: _____

Please indicate your interest below in helping Leewood to remain self-managed and keep quarterly assessment low:

Required Committees (check if interested in volunteering):

- Architectural Review Committee (ARC) – The Committee is responsible for reviewing and approving exterior changes, alterations and improvements of homes. The Committee is also responsible for monitoring homeowner compliance with the Leewood Design and Maintenance Standards.
- Nominating Committee – The Committee is appointed by the Board and is tasked with recruiting volunteers for nomination to the Board

Other Essential Committees and Tasks (check if interested in volunteering):

- Grounds & Maintenance - Oversees the maintenance and improvement of our common areas. The work includes small handyman or yard tasks, meeting with our grounds, tree and street contractors, and obtaining bids on large maintenance projects. Committee tasks are distributed according to an individual's interests and ability.
- Website - Maintains the website -posting content, updating the site, and adding new capabilities for homeowner and resident use.
- Newsletter - Edits and publishes the Leewood newsletter.
- POA Packets – Coordinates the completion and delivery of the POA resale packets required by law to be provided to potential home purchasers.
- Welcome - Meets new owners and residents, distributes welcome packets and assists new owners and residents.
- Community Engagement - Organizes community activities (such as National Night Out) and/or sets up Annual Meeting.
- Other Assistance - There are other ways to help the Association, such as delivering notices or newsletters to homes, addressing and stuffing envelopes, writing articles for the newsletter, or providing translation services.

Comments:

Please deliver to a board member, e-mail to Board@leewood.us, or send completed form to:
Leewood Homeowners Association
P.O. Box 1421
Springfield, Virginia 22151