

2 Mile Action Committee Charter

Mission

1. To provide recommendations to the Kincaid Forest HOA Board of Directors (BOD) regarding the actions necessary to oppose Dominion Virginia Power's (DVP) proposal to extend high power transmission lines behind our community, along the W&OD Trail from the Pleasant View Substation to the Route 7 Bypass.
2. To coordinate and execute the political, legal, public and community relations actions necessary to oppose these power lines.

Functions

1. Resident Contact & Response Sub-Committee
 - To contact and respond to members in a timely manner in order to keep the community abreast of progress, news, upcoming events, needed support, etceteras.
 - To divide the community into sections for the purpose of communicating with residents via flyers, phone calls, and e-mails.
2. Legal / Political Sub-Committee
 - To make contacts with government representatives; go to government meetings and workshops; request that government representatives pass (or reaffirm) resolutions for our cause; request that government bodies become protestants against DVP's application to the SCC; persuade government representatives to find alternative routes prior to application.
 - To work with the BOD and the attorney to provide information, testimony, or evidence to support KFHOA's protestant case to be argued before the SCC.
3. Public Relations Sub-Committee
 - To persuade other community HOAs and groups to join our fight (e.g., Elite Homes, the Jordan Company, Tavistock HOA, Beauregard Estates HOA, Loudoun County Schools) if it is determined that their interests align with ours.
 - To work with media outlets to inform the public of our continued fight. To create a community event that will get the public's attention and interest.

Membership

1. The BOD will appoint all members of the committee.
2. Members of the committee must be members of the association.

Election of Officers

1. The committee will, at its first regular meeting following its creation, elect a chairperson and a vice chairperson from among its members to one year terms. The terms will coincide with the BOD terms. The BOD may remove a

chairperson with or without cause. The committee may vote to remove its chairperson upon show of good cause. Chairperson vacancies created by either of the above methods or by death, insanity or resignation shall be filled by the vice-chairperson. At the next regularly scheduled committee meeting, the members shall elect a chairperson to serve the unexpired balance of the term.

2. The chairperson will designate a secretary from among the members of the committee. The secretary shall be responsible for keeping the committee membership roster, recording minutes of all committee meetings and in general maintaining written documentation on committee decisions and activities. Further, the secretary shall keep a record of funds expended under the committee's allocation, if any, from the BOD.
3. A member of the BOD may not be elected chairperson

Committee processes and procedures

1. Committee chairpersons shall schedule monthly meetings on a regular date and insofar as possible, in a regular place to minimize scheduling conflicts. Further, at least five days in advance of a regular meeting, a notice shall be posted on the web site stating time, place, and items on the agenda. Meetings shall be open to all residents and they may raise issues or contribute to the discussions when recognized by the chairperson.
2. There are no quorum requirements.
3. All recommendations forwarded by the committee must reflect the majority opinion of those in attendance. Minority opinions may also be forwarded.
4. The committee will incorporate all BOD comments or provide rationale as to why they should not be incorporated.
5. Committee minutes will be forwarded to the chairperson of the BOD and the HOA management agent no later than 14 days after each committee meeting.