



MCA BEST KEPT COMMITTEE

The Best Kept Committee shall interface with the Standards Committee. The purpose of the committee shall be to reward properties for maintaining outstanding appearance and consistent high standards in support of The Meadows Mission.

In addition, the committee will reward properties for festive holiday lights and decorations in December.

The Best Kept Committee shall have a Chair, volunteers and judges.

The Best Kept Committee Chair shall communicate and coordinate with the MCA staff and residents and shall prepare a monthly report to the MCA Board President for Board approval.

Responsibilities of the Best Kept Committee shall include the following:

- Select 2 award cycle dates, December Holiday Decor, and Spring awards.
- Establish judging criteria for nominations.
- Check with staff that winners are in good standing with Standards Committee, prior to finalizing winners.
- Contact winners to congratulate and request permission to place a Best Kept sign and to photograph property to be featured in *The Meadoword*.
- Request issuance of Award Certificates and checks from MCA Staff and disperse to awardees.
- Provide names and addresses of winners to Staff and Board members, help staff create copy for winning properties.
- Coordinate with MCA Staff to announce winners to residents.