



Noxious Weed Committee Charter

Pursuant to the authority granted by Washington State RCW 24.03, and by Article VIII of the Restrictive Covenants, the Board of Directors authorizes a standing Noxious Weed Committee (NWC).

The NWC's purpose is to assist the Mill Creek Community Association (MCCA) and the MCCA Maintenance Team in removal of invasive noxious weeds as designated by the State of Washington Noxious Weed Control Board and the Snohomish County Noxious Weed Control Board, and restore native habitats within areas of the MCCA. The NWC achieves this by:

1. Keeping the membership educated on identification and control of invasive noxious weeds through articles within the MillStream newsletter, Facebook posts, coordination with other MCCA committees, emails sent from mccanwc@outlook.com to a contact list and ongoing NWC work events of areas approved by the Association Director and Board of Directors in conjunction with the MCCA Maintenance Manager.
2. Identifying areas appropriate for work events and submitting them for approval from the Association Director and Board of Directors.
3. Developing plans for the maintenance of worked areas with approval from the Association Director and Board of Directors.

Further, all committees of the Board shall operate within the following guidelines:

1. Committee Chair and Vice-Chair must be approved by the Board of Directors who appoints members to serve a 3-year renewable term. Vacancies are filled by persons recommended by the committee. Committee members shall act in accordance with the MCCA Covenants and Board adopted policies, always.
2. The committee shall work closely with the Association Director, channeling recommendations to the Board and Maintenance Department through that office.
3. The committee will keep a record of its actions in the form of a report that is provided to the Board of Directors in the monthly board packet.
4. The committee will recommend all actions involving expenditures to the Association Director who may bring it to the Board of Directors for approval.

5. The committee will advise the Association Director and Board of any changes that may be necessary to the procedures or the functioning of the committee.

1. Committee Member Roles

Chair

- Serves for two years.
- Identifies possible project areas and works with the Association Director to receive approval for all projects.
- Develops a plan for the NWC to maintain areas worked.
- Sources donated materials: tools, cardboard, wood chips, native plants/wildflowers.
- Writes pro-active educational articles for community newsletter, the *MillStream*. These articles are submitted to the Association office as requested by the Association Director.
- Provides the Association Director with a monthly report of committee projects for the board packet.
- Maintains a record of all NWC work events to include the location, date, volunteers present, hours worked, and work accomplished.
- Coordinates with the MCCA Maintenance Manager for debris pickup, and delivery of wood chips when applicable.

Vice-Chair

- Acts on behalf of the Chair as necessary.

At-Large

All other committee members are considered “at-large.” They work with the rest of the committee to organize work events, gain knowledge in noxious weeds, and complete tasks as assigned by the Chair.

Volunteers

These are all the people who work at events and are on the committee’s email list. Volunteers attend various work events as they are able. They do not participate in the planning process.

2. Meetings

The NWC will hold a monthly Saturday work event, open to MCCA resident participation, as weather permits. Committee members will meet as needed to plan and organize work events and work on special projects as necessary. The Chair selects one weekday morning for the weekly work event.

3. Duties

The Noxious Weed Committee works to remove invasive noxious weeds from the MCCA common areas and educate MCCA residents on proper plant selection and maintenance practices to prevent invasive noxious weeds from spreading from private properties into the common areas.

1. The committee shall consist of a Chair, Vice-Chair, and At-Large members who work to plan work events.
2. The Chair serves for two years (Vice-Chair does not necessarily become the next Chair).
3. Maintain a working relationship with the Snohomish County Noxious Weed Control Board and other organizations involved with invasive noxious weed control and restoration of natural areas to native plants.
4. Determine Saturday work event protocol, to include:
 - a. Signing in/out.
 - b. Safety procedures.
 - c. Area to be worked.
 - d. Goal to be achieved.
5. Pursue continuing education pertaining to State of Washington invasive noxious weed control and restoration of natural areas to native plants, to include participation as a volunteer in such activities sponsored by other organizations.