

Bingo Operations

GENERAL INFORMATION

This policy provides the definitions and guidelines under which the Crystal River Village Homeowners' Association Bingo Committee operates under the umbrella of the HOA (Home Owners Association).

PURPOSE

As a Standing Committee under the Crystal River Village HOA Board, all Bingo events are headed by the Bingo Chairperson and staffed by resident volunteers for the purpose of promoting entertainment for Crystal River Village owners, residents and guests. A Crystal River Village HOA Director is designated as liaison to Bingo Committee.

Bingo events are scheduled as a weekly event.

RESPONSIBILITIES

The following are responsibilities of this committee:

- Must follow the rules set forth in Florida Statute Chapter 849.0931 – Gambling/Bingo; and Citrus County Ordinance CH 10, Article II – Bingo
- Crystal River Village Bingo House Rules (ref. Attachment 1) will govern play
- Violation is a misdemeanor of the first degree
- Licensing and registration with the state is not required
- Must designate a HOA Director and up to three members to be in charge of the Bingo session and one must be present the entire game
- A notice must be posted in a conspicuous place stating that Bingo is operated under the Crystal River Village HOA and the designated members in charge (ref. Attachment 5)
- Members conducting Bingo must be Crystal River Village residents and members of Crystal River Village HOA (renters are not HOA members) and they may not be compensated in any manner for conducting the Bingo operation
- Must be 18 years or older to play or conduct Bingo
- Crystal River Village operates an open game, therefore anyone is welcome.

COMPOSITION

This committee will operate as a standing committee and members shall be appointed by the Homeowners' Association Board of Directors. As such, its members, as well as the HOA in general, are protected by the HOA's liability insurance.

The Bingo Committee consists of a Chairperson, Callers, Runner(s) and Cashier(s) of which all must be Crystal River Village residents and members of Crystal River Village HOA (renters are not HOA members) and may or may not be members of the Board of Directors.

A Crystal River Village HOA Director is designated as liaison to Bingo Committee.

Members of this committee serve at the discretion of the HOA Board of Directors.

DUTIES

Liaison

- A. Oversee the operation and statutory compliance of the full committee.
- B. Act as liaison between the committee and the Board of Directors.
 - a. Attend all Board and General Park Meetings and report Bingo Committee activities

Chair

- A. Insure that all actions at daily bingo sessions are in compliance with state and local laws/ordinances.
- B. Prepare all required reports for the Liaison.
- C. Keep track of and purchase supplies, as needed.
- D. Maintain \$150.00 in starting cash which is counted and accounted for weekly.
- E. All monies must be turned in to the HOA Treasurer by the end of the month for accounting purposes.
- F. Notify Liaison of any maintenance or equipment problems.

RECORDS

The Liaison shall be responsible for keeping the following records in a permanent file for a period of 7 years.

- A. Copies of all reports
 - a. Weekly Prize Report (ref. Attachment 2)
 - b. Weekly Game Tally (ref. Attachment 3)
 - c. Monthly Financial Summary (ref. Attachment 4).

FINANCIAL

The Bingo Chairperson has the authority to establish a minimum payout on any game of \$10.00 which will be subsidized if necessary from the HOA budget. The Bingo operation is to be non-profit, but it also requires maintenance and other actual business expenses be subsidized by the HOA budget. Whenever expenses are considered to be extensive the Board may require the Chairperson (through an approved motion) to institute a minimal fee per player session in order to reimburse the HOA budget.

Attachments:

- Attachment 1 – Bingo Rules
- Attachment 2 – Weekly Prize Report
- Attachment 3 – Weekly Game Tally
- Attachment 4 – Monthly Financial Summary
- Attachment 5 – Notice of Designated Committee

**CRYSTAL RIVER VILLAGE BINGO
HOUSE RULES
June 20, 2017**

1. You must be 18 years old, or older, to play Bingo. ID is required upon request. You must be a resident of Crystal River Village or an invited guest.
2. It is a player's responsibility to call Bingo loud enough at the caller to get or her attention to stop the game.
3. Once the caller closes the game, no other Bingo will be allowed.
4. Multiple winners will share the total cash value for each game equally.
5. Callers are human and do make mistakes. In the event of an error by the caller, the actual number drawn is the only valid number. State law prohibits us from making any payouts that are not the result of a valid Bingo.
6. Please hold and do not destroy your Bingo cards until a valid Bingo is verified.
7. You must have a dabber or marker specifically designed for Bingo paper. Dabbers are available for purchase at the check-in desk.
8. When a Bingo has been declared by a player, the caller will repeat the last number called and ask twice if there are any more Bingos. Once numbers are called back on all winning Bingos the game is closed.
9. We reserve the right to change games.
10. Once a jackpot reaches \$250.00, any amount over that will be held and will be the prize money for the special first game the following week.
11. The chairman and/or co-chairman ruling on any games will be final. Attachment 1

NOTICE

June 20, 2017

FL. STATUTE 849.0931

Crystal River Village Homeowners' Association, Inc.

DESIGNATED MEMBERS IN CHARGE OF BINGO GAMES

- **Bingo Co-Chairperson**
- **Bingo Co-Chairperson**
- **Bingo Committee Member**
- **HOA Director Bingo Liaison**

Attachment 5