

# Oaks of Fontenelle Condominium Regime I

## Board of Directors Election Process

Revised 11-18-2014

The following Board of Directors (BOD) Election Process is established for Oaks of Fontenelle Condominium Regime I.

- Starting in June, the current BOD will seek Association members interested in serving on the BOD.
- Solicitation for volunteers to serve on the Board will continue until the Annual Meeting in October.
- Association members may volunteer at the Annual Association Meeting in October.
- The BOD will construct a ballot with the names of all volunteers listed in alphabetical order. The BOD will provide the electronic or hard copy ballot to all members and request a response no later than one week prior to the October BOD meeting.
- The BOD President will send the electronic or hard copy ballot to all members and request a response no later than one week prior to the October BOD meeting. The following guidelines are provided:
  - Each dwelling unit is entitled to one vote. Members not in good standing with the Association are not entitled to vote. Good standing requires Association dues current, no outstanding BOD assessments, liens, or other legal actions pending against the member.
  - The BOD President will record all votes and notify the BOD Secretary of said results.
  - Members may choose not to vote. An opt-out clause will be included on the ballot if the members wish to hold their vote until the Annual Meeting.
  - Ballots and responses may be sent via email.
- The BOD will announce the preliminary winners as part of the Board meeting notes with caveat that members may volunteer from the floor at the Association Annual meeting.
- During the Association Annual meeting members may volunteer from the floor under the following guidelines:
  - Proposed volunteers must either be present to confirm their interest or the nominating member must provide written proof of the volunteer's interest in being considered.
  - Association members not present at the Annual Meeting who may wish to change their ballot vote or vote for floor volunteers may provide a proxy. The proxy must be provided to the BOD Secretary no later than one week prior to the Association Annual Meeting date.
  - The BOD Secretary will lead a vote on the new volunteer(s). Members not in good standing with the Association are not entitled to volunteer or nominate. Only members present or proxy votes will be able to vote for new volunteers. Members present may change their original ballot vote or submit a vote if they did not vote in the ballot process. There will only be one vote per dwelling unit. Following the voice vote, the BOD Secretary will validate any changes to the ballot voting results. The BOD Secretary will have available the ballot voting record for all dwelling units and update it in order to create a combined voice/ballot vote. The BOD secretary will announce the combined voice/ballot voting results. The results of the combined voice/ballot voting announced at the meeting will be final.