

Oak Hill Estates Owners Association Election Rules

Owner Voting Rights

The Oak Hills Estates Owners Association has a single class of voting membership. Each Owner is entitled to one (1) vote per Lot owned. Joint owners of a Lot share one vote per Lot. Voting rights attributable to ownership do not vest until assessments on the Lots have been levied by the Association (at least one monthly dues invoice must have been received). Voting rights are not restricted if the Owner is delinquent or in violation of Association rules.

Nominating Committee

A nominating committee will be selected at least 90 days before the election to provide a list of eligible candidates that are interested in serving on the Oak Hills Board of Directors for the next two-year term. This committee can be comprised of any two or more Oak Hills Estates Owners, including Board Members not up for reelection. All Board Member positions are volunteer. Owners interesting in serving may contact the Nominating Committee or any Board Member.

Candidate Qualifications

Eligible candidates must own at least one (1) Lot in Oak Hills Estates. Candidates must have been Oak Hills Estates owners for a minimum of one year and the Lot account must be in good standing. Only one Owner per Lot may serve on the Board. Candidates that wish to run for election to the Oak Hills Board of Directors may submit a brief biographical statement with their qualifications (200 words or less) to the Nominating Committee. All Candidates will have equal opportunity to have their statement distributed to Owners via the May invoice, the voting packet mailing, and on the website. This candidate information sheet will be provided to the candidate for review thirty (30) days before ballots are distributed, and any corrections provided will be updated within two (2) days. This information will be made available to each Owner before votes are cast.

If a candidate's past criminal convictions would jeopardize the Board's Fidelity Bond Coverage, the candidate will be disqualified from serving. Any such disqualification is subject to an internal dispute resolution with the Oak Hills Estates Owners Association Board of Directors.

Election Manager

The Oak Hills Board of Directors will appoint an Owner volunteer to be Election Manager, who will oversee the election process and vote counting (also referred to as the Inspector of Election). Responsibilities include referencing a list of current Owners, and putting together voting packet mailings. Voting packets include voting instructions, one voting ballot (per Lot), one secret ballot envelope (per Lot), one proxy card, one candidate information sheet, and one return envelope addressed to the Election Manager by name. This person will verify that each voting packet contains all the required items and will mail all the voting packets at least thirty (30) days before the ballot mailing deadline. The ballot mailing deadline will be set at five calendar days before the Annual meeting.

As ballots are returned to the Election Manager, only the outside envelope will be opened. The voting Owner will be checked off the list, and their Secret Ballot will be placed into a box unopened. This box of unopened Secret Ballots will be brought to the Annual Meeting, where the Election Manager and two other Owner volunteers (who are not Board Members or Board Candidates) will tally the votes for each candidate. When all votes have been tallied and verified, the election results will be provided to the Board. The Owner mailing checklist, the candidate information, the actual voting ballots and election results will be retained and stored for future reference by the Secretary. The results of the election will be provided to all Association members within 15 days of the Annual Meeting.

Owner Voting

When Owners receive their voting packet in the mail, they are encouraged to open and read the candidate information carefully. Board Members are elected for a two (2) year term. When there are three (3) open positions on the ballot, Owners can cast three votes in any combination (e.g., three votes for one person on the ballot, or two votes for one person and one vote for another, or one vote each for three people on the ballot). When there are four (4) open positions on the Ballot, Owners may cast four votes in any combination. Owners may either choose to mail their ballot to the Election Manager before the mailing deadline in the instruction sheet, or they may bring their Secret Ballot in person to the Annual Meeting. If an Owner doesn't feel they know enough about the candidates, they can choose a Board Member that is not currently on the ballot to be their voting proxy by filling out the Proxy card and designating someone else to vote on their behalf. That person will then cast the number of ballots allotted to the Owner at their discretion.

Annual Meeting

Owners will be notified of the meeting date, time, and location, and provided with information about the candidates up for election. This will be done with on the April News page of the monthly invoice, and again with more detail in the voting packet. It is also posted on the Oak Hills Estates Owners Association website: www.oakhillsestates.com.