



## Nomination and Election Committee

The Nomination and Election Committee is established as a service committee in accordance with the bylaws of Roadhaven Resort. The Committee serves in an advisory role to the Board of Directors and takes direction from them. The chairperson(s) of the Nomination and Election Committee are appointed annually by the Board of Directors. The Committee will consist of a minimum of 5 and a maximum of 9 members, plus the Board Liaison(s).

The Nomination and Election Committee is responsible for interviewing and selecting qualified homeowners who would be willing to have their names placed on the ballots for election to the Roadhaven Board of Directors. Prior to presentation of the names of the suitable candidates to the Board, the Nomination and Election Committee would ensure the candidates understand the responsibilities and duties of being a Board member. The names of the candidates shall be presented to the Board of Directors by the end of the second week in January. Upon presentation of the names of the candidates to the Board, the Committee would then arrange for and confirm participation for all candidate in appropriate pre-election training/workshops.

The Nomination and Election Committee would conduct the election of Roadhaven Resort Homeowners Association Board of Directors and votes on actions requiring written or electronic ballots by the Homeowners Association members in the most responsible, confidential, and ethical manner. The integrity of the nominations and election process shall be of the highest order.

The Nomination and Election Committee encourages electronic voting and would strongly encourage all homeowners to participate utilizing appropriate communications. This Charter shall be reviewed annually by the Committee and any changes shall be approved by the Board of Directors.

The Nomination and Election Committee will remain in close coordination with the following individual to coordinate requirements and processes:

- Board Executive Assistant

Nomination and Election Committee Meetings

The Nomination and Election Committee will meet on an 'as-needed' basis throughout the Winter season at a time and place agreed to by the Committee. The Board Liaisons or designate(s) will be requested to attend these meeting.

Agendas will be posted, and minutes of all meetings will be approved, with copies maintained according to the Roadhaven Document Retention Policy and published on the Roadhaven website.

Approved by:

Carol Bryson 3.14.22      Jayne Tiffany 3.14.22  
Carol Bryson, Co-Chair      Date      Jayne Tiffany, Co-Chair      Date

Sherri Stewart      Mar. 14/2022  
Sherri Stewart, Board Liaison      Date