

ELECTION COMMITTEE

CHARTER STATEMENT

The Election Committee is established as a standing committee of the Board of Trustees of Leisure Village West Association.

CONFIDENTIALITY

Members shall keep the Committee's confidential information in strictest confidence. Members shall not disclose or discuss such information to anyone outside of the Committee unless authorized to do so. The member shall not make use of any confidential information for their own purpose or the benefit of anyone.

Members are obligated to maintain the confidentiality of such matters and information even after the member leaves the Committee.

Committee members understand that failure to comply with the above paragraphs could lead to claims by the Association or other persons or entity, and that such disclosure may cause such claims to not be covered by the Association's insurance.

ORGANIZATION

Each year, the Board of Trustees shall appoint an Election Committee composed of no less than eight (8) nor more than twenty (20), approved volunteers. The Board of Trustees, at its discretion, shall appoint a Chairperson to the Election Committee.

Volunteers for the committee shall submit a letter of intent and resume to the Chairperson of the Committee in care of the Association Secretary.

Each year, the Board of Trustees shall have the opportunity of approving the selection of the members of the Election Committee.

The Board of Trustees will review the position of Chairperson on an annual basis. In the event the position is vacated for any reason, the members of the Committee will recommend a successor to the position. This shall be submitted to the Board of Trustees who will confirm or reject the appointment.

If a member misses three (3) unexcused consecutive meetings of the Election Committee for reasons other than health, that person will no longer be considered a member.

The functions of the Committee, as determined by the Board of Trustees, are as follows:

- a. Oversee, manage and conduct the various events associated with and required during elections for:
 - 1. The position of member of the Board of Trustees
 - 2. Referendum votes for Master Deed changes
 - 3. Referendum votes for Bylaw changes
- b. Conduct the actual voting process, the counting of the votes cast, and certify the results to the Board of Trustees.

Within the above broad guidelines, the Election Committee shall:

- a. Conduct the election, count the votes cast, certify the results to the Board of Trustees, and prepare and place on LVWA media the appropriate announcement to the membership.
- b. In the event a specific election vote is challenged, be prepared to provide an Investigative Subcommittee to the Board of Trustees, so as to assist in the equitable and impartial disposition of the challenge.

Amended & Approved: May 4, 2016

Amended & Approved: September 20, 2018