

## COUNTRY ROADS ELECTION COMMITTEE CHARTER 12/1/2021

The Election Committee is authorized and supported by and serves at the pleasure of the Board of Directors of Country Roads. The mandate of this committee is to provide for the Annual Election at the Annual Homeowners Meeting.

The committee shall consist of 4 or 5 members all homeowners which consist of:

- a) Chairman-Appointed by the board of Directors
- (b) Volunteer coordinator
- c) Three members at large
- d) All tasks are divided among the members.

New members are appointed by the committee and then presented to the board of directors with final approval given by the President of the Country Roads Board of Directors. The committee is approved by the Board of Directors each year.

Committee meetings are as necessary to review the procedures for communicating with the homeowners, and labeling and stuffing of the ballot packet, and conducting the meeting day polling tables. One in the late fall, if needed one in January, if needed one prior to the Annual Meeting, one after the Annual meeting to review the previous election.


### Duties and Tasks of the Election Committee

- Solicit candidates for the board of directors
- Host Candidate Forum
- Communicate to the membership with regular messages via the Courier, The Blast and Facebook
- Secure volunteers to help with the labeling and stuffing of the ballot packets and volunteers to man the polls on our Annual Meeting Day in March
- Assist in having accurate mailing labels for the ballot package
- The stuffing of ballot packets is usually the 3<sup>rd</sup> Thursday of January
- Assist in research to find correct addresses for ballot packets returned
- Work to assure Country Roads elections meet Arizona statutes and Country Road Documents
- Assist in the Meeting Day polling at the Annual Meeting
- Post results of the election in the blast, courier, and on bulletin boards

  
Chairman of Election Committee

  
Date

  
President of Country Roads Board of Directors

  
Date