

Tidewater Creek HOA

Policy and Procedures for Voting and Elections

It is the policy of Tidewater Creek Homeowners Association (herein, "Association") to ensure that elections and voting be conducted efficiently and justly.

Electronic Voting

In accordance with section 2.15 of the Association bylaws, voting may be done electronically without a meeting of the members, provided that 80% of the total Association vote is received. The Board shall select one or three independent persons to act as inspector(s) as outlined in this policy.

Proxies

At all meetings of Members, each Member may vote in person or by proxy. A proxy shall automatically cease upon the expiration of eleven (11) months from the date of the proxy. Candidates for a Board position shall not solicit members to appoint themselves as proxies. Members are encouraged, but not required, to appoint a member who is not a candidate for a Board position as their proxy.

Board Composition

On March 12, 2018, the association approved the expansion of the Board of Directors (herein, "Board") from 3 to 5 members in accordance with Section 3.4 (b) iii of the Association bylaws. In the event the Members vote to expand the Board, the additional directors shall each serve a term of two (2) years on a staggered basis such that in one year three (3) directors would be elected for a term of two (2) years, and the following year two (2) directors would be elected for a term of two (2) years each. The following table represents the previously described staggered basis.

	2019	2020	2021	2022
Board Member 1	To remain	To be elected	To remain	To be elected
Board Member 2	To remain	To be elected	To remain	To be elected
Board Member 3	To be elected	To remain	To be elected	To remain
Board Member 4	To be elected	To remain	To be elected	To remain
Board Member 5	To be elected	To remain	To be elected	To remain

At the Annual meeting each year, the Association will elect members to serve on the Board.

Inspector of Election and Voting

The Association's Board of Directors shall, for each matter to be voted on, appoint one or three independent persons to act as inspector(s). The inspector(s) may include, but shall not be limited to:

1. The Association Manager;
2. A volunteer poll worker with the County Registrar of Voters;
3. A notary public;
4. A member of the Association;
5. A member of the Board of Directors, provided that that member is not a candidate for a Board position. At no time will more than one Board Member serve as inspector. Furthermore, if a Board Member is appointed as inspector, there must be two additional inspectors appoint from above.

The inspector(s) may not be a person who is currently employed or under contract to the Association for any compensable services unless such person, like the Association Manager, is expressly authorized by this policy. The inspector(s) shall do all of the following:

1. Determine the number of members entitled to vote and the voting power of each.
2. Determine the authenticity, validity, and effect of proxies, if any.

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3. Determine a reasonable timeframe for the duration of the poll.
4. Receive ballots, count and tabulate all votes.
5. Provide records to the Board for retention. The retention period will be no less than 3 years from the date the poll closed.