

SOMERSET ESTATES HOMEOWNERS ASSOCIATION, INC.

Executive Board Candidate Information

As stated in the Bylaws for Somerset Estates Homeowners Association (available on somersetestates-hoa.com under Library >> Governing Documents), Directors will be elected for three Executive Board positions at the Annual Meeting on March 16, 2021 (or any adjourned session thereof). Directors are elected for two-year terms. The Directors will elect officers: President, Vice President, Secretary, and Treasurer. Following is a general description of the duties of Directors. More detailed information on the responsibilities of Directors and officers can be found in the Bylaws.

Responsibilities of Directors (partial list)

- Attend regular and special meetings of the Executive Board and homeowners. The Board has been meeting on the second Tuesday evening of the month. The new Board will decide whether to continue with this schedule.
- Prepare for these meetings, including preparation of homeowner communication documents, policies, minutes, financial reports, etc.
- Adopt budgets for revenues, expenditures, and reserves.
- Set and collect assessments for common expenses.
- Hire and discharge managing agents, independent contractors, and agents.
- Institute, defend or intervene in litigation or administrative proceedings in the Association's name on matters affecting the Community or Association.
- Make contracts and incur liabilities on behalf of the Association.
- Regulate the use, maintenance, and replacement of common elements and cause additional improvements to be made as a part of the common elements.
- Exercise any other power conferred by the Declaration or Bylaws and/or necessary and proper for the governance of the Association.

If you are interested in running for a board position, please email your name, address, and a statement of your qualifications and interests to info@somersetestates-hoa.com **prior to March 8th**. The information you provide will be published in a What's Up newsletter prior to the meeting. Due to the limitations of holding a hybrid meeting (in person and by Zoom) and the requirement of voting by secret ballot for any contested Board election, we will not be taking nominations at the meeting. You may also mail your information to the address below:

Somerset Estates Homeowners Association, Inc.
P.O. Box 621
Niwot, CO 80544

You may include whatever information you choose in your statement. Suggested topics include:

- Information about yourself and your family and how long you've lived in Somerset Estates.
- Your qualifications to be a board member, including prior experience with volunteer boards, community service, work experience, education, etc.
- What you hope to accomplish as an SEHOA board member or the area(s) where you'd most like to contribute.
- What you see as the challenges and priorities for Somerset Estates – common areas and infrastructure, community involvement, neighborhood cohesiveness, financial position, etc.

It'd be helpful to include a photo so homeowners can put a face to your name.