

# BOARD OF DIRECTOR'S APPLICATION FORM

Highland Ranches Property Owner's Association

RETURN THIS FORM TO: HRPOA, PO BOX 1039, VIRGINIA CITY, NV 89440 BY 4/1/2023

You must be a property owner in the Highland Ranches and your dues must be current in order to apply to be a Board Director.

Primary Responsibilities of the Association Include:

- ❖ Year-round maintenance of the roadways (grading, drainage, snow removal, etc)
- ❖ Enforcement of the governing documents of the HRPOA (Bylaws, CC&Rs, NRS, etc)
- ❖ Collection of dues

A Board Director Is Expected To:

- ❖ Attend annual monthly meetings of the Board (last Tuesday of each month, except Nov. & Dec.)
- ❖ Attend the Annual Meeting of the Members in June (typically a Saturday)
- ❖ Attend emergency meetings/executive session when called
- ❖ Fulfill the duties of the Officer position assigned by the Board of Directors (Treasurer, Director of Roads, Vice President, Secretary, etc)
- ❖ Read and understand the governing documents of the HRPOA (Nevada Revised Statutes (NRS) Chapter 116, Nevada Administrative Code (NAC) Chapter 116, HRPOA Bylaws, HRPOA CC&Rs, etc)

Conflict of Interest:

Each person who is nominated as a candidate for membership on the Board of Director's must make a good faith effort to disclose any financial, business, professional or personal relationship or interest that would result or would appear to a reasonable person to result in a potential conflict of interest for the candidate if the candidate were to be elected to serve as a member of the Board of Director's. The candidate must disclose any potential conflicts of interest on the "Candidate Information Form" included with this application. (NRS 116.31034)

Candidate Information Form:

The "Candidate Information Form" is limited to a single, typed or handwritten page. The "Candidate Information Statement" on the form must not contain any defamatory, libelous, or profane information.

Term of Office:

Two and three years. The following Board of Director's positions will be up for re-election in June of 2023:

- ❖ One Board of Director's term that begins June 2023 and ends June 2026
- ❖ One Board of Director's term that begins June 2023 and ends June 2025
- ❖ One Board of Director's term that began June 2022 and ends June 2024 (currently held by appointee)
- ❖ One Board of Director's term that began June 2022 and ends June 2024 (currently held by appointee)

Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Highland Ranches Address & Lot #: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

# CANDIDATE INFORMATION FORM

Highland Ranches Property Owner's Association

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Name: \_\_\_\_\_

Occupation: \_\_\_\_\_

City & State of Primary Residence: \_\_\_\_\_

How long have you owned property in the Highland Ranches? \_\_\_\_\_

Do you live in the Highland Ranches? \_\_\_\_\_ If so, for how long? \_\_\_\_\_

Have you previously served on the Board of Director's for the Highland Ranches? \_\_\_\_\_

Have you previously served on an appointed committee for the Highland Ranches? \_\_\_\_\_

Are you related to any of the current Board Directors? \* \_\_\_\_\_

If so, what is the relationship? \_\_\_\_\_

Conflict of Interest Disclosure per NRS 116.31034 (write "None" if there is no conflict of interest).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CANDIDATE INFORMATION STATEMENT: Why are you interested in a position on the HRPOA Board of Director's? Feel free to share information about your background and/or any other pertinent information.

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\* (NRS 116.31034) A person may not be a candidate for or member of the Board of Director's or an officer of the association if:

1. The person resides in a unit with, is married to, is domestic partners with, or is related by blood, adoption or marriage within the third degree of consanguinity or affinity to another person who is also a member of the Board of Director's or is an officer of the association;
  - If the number of candidates nominated for membership on the Board of Director's is less than or equal to the number of members to be elected, then the above stated individual in section 1 can be a candidate for or member of the Board of Directors.
2. The person stands to gain any personal profit or compensation of any kind from a matter before the executive board of the association; or
3. The person, the person's spouse or the person's parent or child, by blood, marriage or adoption, performs the duties of a community manager for that association.