

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 all five Executive Board positions at the first annual meeting, to be held on March 19, 2019 at 7:00 PM. Directors are elected for two-year terms, except that two of the Directors elected at this first annual meeting will serve one-year terms, so that terms are staggered thereafter, as decided by the Directors after the meeting. The Directors will also 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. As a new association in a time of transition, the work required of Directors has been unusually high for a homeowners association. As such, the Board has been meeting twice a month, on the second and fourth Tuesday evening. 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 and want your name printed on the ballot, please email your name, address, and a statement of your qualifications and interests to info@somersetestates-hoa.com prior to March 12th. Homeowners may also announce their candidacy at the meeting and be added to the ballot as a write-in. The information you provide will be published in a What's Up newsletter prior to 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.

- What you see as the challenges and priorities for Somerset Estates – common areas and infrastructure, community involvement, relationship with SHOA, financial position, etc.