

Solicitation of Nominations for Audubon Heights HOA Board Members & Architectural Committee

Our HOA will be conducting elections for various positions this month. Four board positions (President, VP, Secretary, and Treasury) and three Architectural Control Committee positions are vacant. Term for all positions will be 1 year. You may run consecutive years for a nomination. To hold a board position, you are required to be a homeowner; however, you do not need to be a homeowner to be a member of the Architectural Control Committee.

Operating a HOA carries with it many of the very same duties and responsibilities as overseeing any other business. Serving as a board member is a valuable and rewarding experience that should be undertaken by those who see it as an opportunity to serve their fellow neighbors while protecting and enhancing the assets of the community. It is serious business, but also a task worth doing well in order to safeguard the investments of all.

SOLICITATION FOR NOMINATIONS

President: Preside at all meetings of the board and the membership (owners and renters). Note: Renters are not voting members. Execute contracts, orders, and other documents in the name of the association as its agent. Serve as spokesperson for the board in most matters relating to general association business.

Vice President: May act for the President only when the President is absent or otherwise unable to act, and shall exercise and discharge other duties as may be required of him by the board.

Secretary: Keeping and maintaining a record of all meetings of the board and the membership, and is the custodian for most of the official records of the association. Serve notice of meetings of the board and of the members, and ensures access to those records by the members of the association and their authorized representatives. This position will act for the Treasurer when the Treasurer is absent or otherwise unable to act.

Treasurer: Overseeing our accounting to ensure that the financial records and reports are properly kept and maintained. Responsible for coordinating the proposed budget with our accounting service, and for preparing/providing the annual financial report on the financial status of the association.

Architectural Control Committee: Three positions. Provide assistance in establishing and overseeing community standards and reviewing, approving upon change requests in the realm of the association's architectural scheme and covenants. Facilitate homeowner and renter HOA compliance with standards and guidelines, and provide oversight/enforcement procedures recommendations to the board. Be alert of architectural problems shared by members and seek a solution to these problems.

If you are interested in running for a position, please complete attached nomination form and mail to Audubon Heights HOA, PO Box 98, Hahira GA 31632.

Nominations received through the USPS at the above address by **March 1, 2017**, will be included on the absentee ballots.

REFERENCES:

Website: <http://audubonheights.com/members-only.html> (Covenants and By-Laws)

FaceBook: Audubon Heights Hahira GA Neighbors (Community Information)

Audubon Heights HOA

PO Box 98

Hahira GA 31632

March 1, 2017

NOMINATION FORM

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_____ am interested in running for President, Vice President,

(Print Please)

Secretary, Treasurer, Architectural Committee (**Circle One**) for Audubon Heights Home Association,

and request my name be put on the ballot. A brief statement about yourself will be included on the

ballot if more than one nominee is a candidate for the position. Please answer the questions below:

1. Why do you want to serve on the board or committee?
2. How long have you lived in the neighborhood?
3. When are you available to handle association matters?
4. What experience do you bring to the board/committee?

Signature: _____

Address: _____

Phone Number: _____

Email Address: _____