

ELECTION COMMITTEE CHARTER

Purpose: To assist the Board in the organization and conduction of owner votes and Board of Director elections as prescribed in the Royal St. Andrew Association documents.

Structure: The committee shall be comprised of at least three unit owners one of which will be named as chairman of the committee. The Association Manager shall be assigned to the committee to assist the committee on procedural questions and represent the committee at Board meetings should the committee chair not be available. The Manager shall not be considered as a committee member.

Meeting Requirements: The posting of meeting notices is not required.

Authority / Duties:

1. Work with the Manager on vote coordination.
2. Select volunteers if needed to efficiently staff the registration and ballot counting process.
3. Conduct and verify the ballot count(s).
4. Coordinate with the Manager any equipment set-up requirements.
5. Promote the need for Board of Director candidates prior to registration deadlines.
6. Organize and conduct 'meet the candidates' events if feasible.
7. Prepare and present reports to the Board at its regularly scheduled meetings when warranted.

Board Approved: 4-18-19