

## Nominating Committee Guidelines 2024-25

*Since we belong to a KO-OP, personal mileage will be reimbursed only with the prior approval of the Board of Directors. Any expenditure over \$500 will need to be Board approved. All expenditures must be approved in writing by the Committee Chairperson. This includes purchases with cash expenditures from petty cash. If NOT APPROVED in writing before the purchase, the buyer WILL NOT be reimbursed.*

1. Each Candidate shall agree to the following provisions in writing:
  - A. He/she shall be a member of the SKP KOFA KO-OP Retreat, Inc.
  - B. He/she shall serve without compensation as a Board member.
  - C. He/she shall not hold office in any other SKP organization concurrently.
  - D. Only one person in a membership shall serve on the Board concurrently.
  - E. He/she shall be willing to serve as an officer.
  - F. He/she shall certify to never having been convicted of a felony.
  - G. He/she shall read and be familiar with:
    1. The Articles of Incorporation
    2. The Bylaws
    3. The Membership Park Rules
    4. The Membership Regulations
2. Closing date for nominations and resumes shall be determined as fifteen days before the date for mailing packets to the members. Please limit resumes to one page.
3. Signed resumes will be given to the Chairman of the Nominating Committee, who will then present them to the Chairman of the Election Committee on or before the deadline date determined in Item 2, along with a signed copy of Nominating Committee 'A'. (attached)

\_\_\_\_\_  
Committee Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Approval

\_\_\_\_\_  
Date

## Nominating Committee Guidelines 2024-25

### NOMINATING COMMITTEE FORM 'A'

I, \_\_\_\_\_ propose to stand for

(print name)

Election to the Board of Directors of SKP KOFA KO-OP Retreat, Inc. at their Annual Membership Meeting on Monday, February \_\_\_\_\_.

In accordance with the Bylaws of said Corporation, Article 6, Section 2, Paragraph F, Qualifications, I hereby state:

1. I am a member of SKP KOFA KO-OP Retreat Inc.
2. I shall serve without compensation while performing a director's duties.
3. I shall not hold office in any other Escapee organization concurrently.
4. Only one person per membership may serve on the Board concurrently.
5. I am willing to serve as an officer.
6. I have read and am familiar with:
  - a. The Articles of Incorporation
  - b. The Bylaws
  - c. The Membership Regulations
  - d. The Membership Park Rules
7. I certify that I have never been convicted of a felony.

Signature \_\_\_\_\_

Date \_\_\_\_\_