



HOA Board Elections

We will be holding HOA board elections for three (4) positions. President, Vice President, Secretary, and Treasurer. The description of each officers' duties is described below.

President

The President shall preside at all meetings of the Members and of the Board: shall see that orders and resolutions of the Board are carried out: shall sign along with one (1) other officer all written instruments other than checks. The President, or another officer designated by the President, shall sign all checks.

Vice-President

The Vice-President, if one is appointed by the Board, shall act in the place and stead of the President in the event of the President's absence or inability to act, and shall exercise and discharge such other duties as required by the Board.

Secretary

The Secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board and the Members; keep the corporate seal of the Association and affix it on all papers requiring said seal; serve notice of meetings of the Board and of the Members; serve any notice required to be given by the Association by Declaration, the Articles of Incorporation or By-Laws: keep appropriate current records showing the Members of the Association together with their addresses: and shall perform such duties as required by the Board.

Treasurer

The Treasurer shall receive and deposit in appropriate bank accounts all monies of the Association and shall disburse such funds as directed by resolution of the Board; provided, however, that a resolution of the Board shall not be necessary for the disbursement made in the ordinary course of business conducted within the limits of the annual budget adopted by the Board; keep proper books of accounts; cause an annual audit of the Association books to be



made by a public accountant at the completion of each fiscal year, if same shall be requested in writing by Members who are entitled to vote one-fourth (1/4) of all the votes held by Members; and prepare an annual report of income and expenditures to be presented to the Board and to the membership at the Annual Meeting. A copy of the annual report and audit, if prepared, shall be delivered by the Treasurer to the Members at least ten (10) days prior to the Annual Meeting. The duties of the Treasurer may be delegated by the Board to a management company or an accounting firm.

Anyone interested should email Eldersburgoakcreek@gmail.com the following information:

Name

Phone Number

Which position (President, Vice President, and Treasurer)

A brief paragraph about yourself

This information is due by April 1, 2021

Once these are collected, the information of the interested parties will all be placed on printed paper and distributed to everyone's mailbox along with a ballot. Community members will have time to review this information and cast their votes. A secure box will be placed out front of 1912 Oden Ct. Members will have until April 7, 2021 at 3:00 PM to cast their votes. During counting of the ballots on April 7, 2021 at 4:00 PM, any interested parties may be present.

During the current times with Covid-19 we are trying to conduct these elections by maintaining social distancing guidelines. Some in the community may feel safe, others do not. Please be respectful of community members who wish to conduct a safe election.