

Hello Community

Below find a description of each board position and a simple explanation of each one. With upcoming annual meeting to elect new board members, we thought it would be helpful.

Thank you!

Board of Directors Elections - *The Association is a Non-profit Mutual Benefit Corporation and as a Corporation, must comply with all rules and regulations such as Civil Code, Corporations Code, the Association's CCR's (Covenants, Conditions and Restrictions), Bylaws and the Rules and Regulations of the Association.*

In July, the Community membership will vote for 4 openings on the Forest Meadows Board of Directors. Each Board position is for a term of 2 years. There are a total of 7 Board of Director positions.

If you are interested in becoming a candidate for the Board of Directors, your qualifications first and foremost should be a sincere desire to represent ALL community members in a fair manner. Board members bear the responsibility to make decisions in the best interest of all members of the community, to operate, repair, replace, and maintain the community's common areas, such as roads, parks and clubhouse, owned in common by all the community's homeowners. There are three general responsibilities of association boards. These include maintaining common areas, managing budgets/fiscal responsibilities, and enforcing/complying with governing documents. Within each of these categories are many tasks. ¹Day to day business decisions are delegated to the General Manager.

The Election Rules and Candidate Solicitation Notices have been mailed to all owners. Anyone interested in becoming a Candidate should fill out an application with a short explanation of why they are interested in becoming a Director on the Board and a short biography. Candidates will also attend a Meet the Candidates Night with community members prior to sending out the ballots.

The Board of Directors are all volunteers, and these are unpaid positions. Candidates should expect to invest serious time into the director position. Each director becomes a liaison for a committee and is expected to act as the interface between the committee, the General Manager and Board with monthly updates regarding their committee.

Additionally, there is at least one Executive meeting and one Open Board meeting each month.

The President, Vice President, Treasurer and Secretary all are signers on all the association's bank accounts and contracts as needed.

The **President** and President alone, works with the General Manager. Together they oversee the operations of the association. They oversee each Board meeting, and respond to many community concerns.

The **Treasurer** works with the association's accountant and General Manager to report to the community each month the financial position of the association.

¹ <https://www.thayerassociates.com/the-responsibilities-of-hoa-board-members/>

The **Secretary** is responsible for taking the Minutes of each Board meeting and providing timely Minutes of the Board meetings in the format required by Davis-Stirling and 10 days in advance of the next Board meeting.

Minutes are not posted until approved at the next Open Board meeting. At that time Minutes will also be posted to the Forest Meadows Website.

Directors at Large attend all Board meetings, act as liaisons to committees and work in concert with the General Manager and President to conduct business of the association.

Our association is unique in the fact that we are self-managed and maintained. All our roads are private and thus must be maintained from within our association. Often business needs are required on a same day basis and thus requires an on-site staff. Our General Manager is there to ensure day to day operations are managed as effectively as possible and to protect the association from risk and litigation. A volunteer Board is not versed in current laws or association requirements and thus requires an expert in this field to adequately guide our Board of Directors.