Lake of the Woods Association, Inc.
Policy Resolution 2016-4
Amending the LOWA Bylaws Article VI, Nominations and Elections of Directors

WHEREAS, Article XVI of the LOWA Bylaws gives the Board of Directors the authority to amend and adopt association Bylaws; and

WHEREAS, there is a need for regular review of LOWA Bylaws for completeness and clarity; and

WHEREAS, there is a need for clear, concise and consistent Bylaws on the matter of deadlines in the election and nomination of Directors.

THEREFORE, RESOLVED, the Board of Directors hereby adopts the following amendment to Article VI, Nominations and Elections of Directors.

Article VI. Nominations and Elections of Directors

Section 1. Nominating Committee. The Board of Directors shall establish a Nominating Committee whose duty it shall be to solicit and present candidates, for formal acceptance by the Board, for the general election to fill Board vacancies for terms expiring in September of each year, and for vacancies for unexpired terms.

Section 2. Nominations by application. Candidates must submit their applications to the General Manager’s Office no later than 4 pm on April 30. In years when April 30 falls on a weekend, candidates must submit applications by 4 pm on the next business day. Within three business days of the receipt of a candidate’s application, and confirmation of the candidate’s good standing, the General Manager will publish the name of the candidate on the Association Website, on the Association cable television channel, and on the Holcomb Building Member Services bulletin board.

Candidates must use the standard candidate application form that is available at the Holcomb Building or on the Association website.

Section 3. Nomination by Petition. Candidates may also run for the Board of Directors by submitting a petition signed by at least 250 Voting Members who are eligible to vote in the election, one signature per Lot. Petitions must be submitted to the General Manager’s Office no later than 4 pm on May 15. In years when May 15 falls on a weekend, petitions must be submitted by 4 pm on the next business day. All approved nominees shall be given the same rights and privileges during the election process as those nominees who are recommended by the Nominating Committee and accepted by the Board. Within three business days after the validation of a candidate’s petition, and confirmation of the candidate’s good standing, the General Manager will publish the name of the candidate on the Association website, on the
Association cable television channel, and on the Holcomb Building Member Services bulletin board.

Candidates must use the standard petition form that is available at the Holcomb Building or on the Association website.

Section 4. Submission of Candidates. The Nominating Committee shall ensure that the list of candidates shall be received by the Board no later than 4 pm on May 31. In years when May 31 falls on a weekend or holiday, the committee shall ensure the list is received by the Board by 4 pm on the next business day. Committee shall endeavor to present a list of qualified candidates that number no fewer than the number of vacancies plus one. The Board shall accept the slate of nominees and announce the names of the nominees at the first Board Meeting in June.

Section 5. Elections. An Elections Committee shall be established by the Board of Directors to complete all the responsibilities required in the Elections Charter, procedures required for the election process for Directors, as well as a referendum or any other election process where a vote of the Members is required. The Committee Chair shall request assistance and coordinate with the General Manager and the Board Liaison for those tasks requiring assistance from the Board and staff. Election to the Board of Directors shall be by secret written ballot. The Association Secretary, Director of Finance, and the Chair of the Elections Committee shall validate that the Voting Members are in good standing.

No ballots or proxy ballots shall be accepted after the close of the election at the Annual Membership Meeting. The Elections Committee shall count the votes at the close of the election. A recount of the votes shall be required if there are twenty (20) or less votes between candidates when the outcome could change the results of the election, and shall be done immediately following the first count. In the event of a tie, a drawing of names will be conducted and the first name drawn shall be declared elected to the Board.

The Elections Committee will list the names of the candidates for three year terms in the order of the number of valid votes received by each, and then, in like manner, the names of any candidates to fill unexpired terms. The Board of Directors shall certify the election of those candidates in the order of votes received. The results of the election shall be submitted to the President and the General Manager when the count is completed.
Effective: Immediately

LAKE OF THE WOODS ASSOCIATION, INC.

By:  

Larry Morlan, President

ATTEST:

I, as Secretary for Lake of the Woods Association, Inc., hereby attest that the foregoing Policy Resolution 2016-4 was adopted by the Board of Directors at a duly-held and noticed Board of Directors meeting held on the 21st day of September, 2016.

Jennifer Zukowski, Secretary