

VILLAGE OF JEFFERSON RESIDENTS ASSOCIATION BOARD OF DIRECTORS ELECTION PROCEDURES

1. Any resident (including incumbent directors) seeking election to the Board of Directors must:
 - Send a letter of intent by certified mail to Village of Jefferson's current mailing address. Letters of intent must be postmarked on or before April 15 of the election year so the announcement can be posted.
 - Candidate must have paid all assessments timely for the past three years.
 - Candidate cannot be in violation of any restriction in the book of indentures at any time during the last two years.
 - Candidate cannot be convicted of a felony.
 - Candidate must live in the plat they are to represent and must be the owner of record of said plat.
 - Candidate may **run** for election while a relative of a current board member, relative of an employee, or current employee of the VOJ but cannot **serve** as a board member while a relative of a current board member, relative of an employee, or a current employee of the VOJ.
 - Candidate must be able to maintain confidentiality.
 - Candidate must possess the highest personal and professional ethics, integrity, and values.
 - Candidate must be committed to representing the interests of the subdivision as a whole regardless of personal opinion.
 - Candidate must prepare for, attend, and participate in Board member meetings and activities.
 - Candidate must be a team player.
 - Candidate cannot be in litigation with the Village of Jefferson.
 - Candidate must exhibit courtesy and a professional demeanor.
 - Candidates must not have been previously removed or resigned from the board of directors for misconduct, failure to attend meetings, or inappropriate behavior.
 - No candidate will be elected if he/she fails to postmark their letter of intent on or before April 15 of the election year.
 - Incumbent directors must comply with the procedures above.
2. Each candidate will be mailed by certified mail a list of all known homeowners in their plat and a ballot on or before May 1st. All candidates' lists will be postmarked on the same date and cannot be picked up in person.
3. Each candidate is responsible for obtaining a minimum number of votes equal to 20% of the lot owners in the plat they seek to represent for election to the Board of Directors using the ballot/proxy supplied. Candidates may obtain more signatures if desired. Renters cannot vote. Owners who have not paid their current annual assessment timely cannot vote. Owners who are in violation of any restriction in the Book of Indentures, Covenants, and Restrictions during the 60 days preceding the date of voting cannot vote. As a potential board member, candidates are responsible for observing violations. Candidates will not be notified of invalid votes. Only one vote per household is allowed. The vote must be that of the legal homeowner per the Jefferson County Assessor. Any ownership that cannot be verified through that office will be disallowed.
4. Ballots/proxies must be mailed back to the Village of Jefferson Residents Association at its current mailing address by certified mail on or before May 20th. Once submitted, votes on the ballots/proxies cannot be changed. Ballots/proxies must have a postmark date to be valid. Ballots cannot be presented in person at any location or cannot be given to any member of the Board of Directors,

including the candidate for election. Residents not voting by ballot or proxy must attend the annual meeting to cast their vote and are subject to the same requirements as all other voters.

5. Signatures will be verified, ownership records checked, and votes counted. Results of the election will be announced at the Annual Meeting held on the first Saturday in June of each year.

Requirements for election may be modified and/or amended as needed but all amendments/modifications must be posted at least 90 days prior to the first Saturday in June of each year.

TO ENSURE EQUITABLE TREATMENT, ALL REQUIREMENTS MUST BE MET TO BE ELECTED TO THE BOARD OF DIRECTORS. NO EXCEPTIONS WILL BE MADE.