

McCormick Ranch Property Owners' Association, Inc.

- Election Policies -

I. Election Committee

- A. There will be at least three members of the Election Committee, including the chairperson.
- B. The duties of the Election Committee are to:
 1. Ensure the fairness and integrity of the election.
 2. Direct office staff in publicizing the election and soliciting nominations for open Board positions annually.
 3. Verify petitions for candidates' inclusion on ballots.
 4. Verify that all candidates are current on all assessments due to the Association.
 5. Obtain biographical information and platform statements from nominees.
 6. Organize and publish the slate of candidates (see item III-A below).
 7. Direct office staff or accounting firm to count and verify quorum.
 8. Conduct the election at the Annual Meeting, including the introduction of candidates, announcements and explanation of the ballot and write-in process.
 9. Direct the distribution and collection of ballots.
 10. Announce the results.
 11. Recommend officers of the Board.

II. Nominations

- A. Candidates must be a member of the Association and are nominated by petition with a minimum of ten signatures from property owners of record, who are current on all payments due to the Association as of the Record Date. Only one signature per lot will be counted.
- B. Nominations are for the Board positions up for reelection each year.

III. The Ballots/Voting Procedures

- A. Absentee Ballots will list all candidates in alphabetical order. Next to each candidate the description will read "incumbent" or "non-incumbent." Only "current" members of the Board of Directors will be listed as "incumbent." Prior service on the Board is not considered current.
- B. All Absentee Ballots will be sent out to eligible MRPOA members by a third party with a postage paid return envelope addressed to the outside audit accounting firm contracted to manage the election. Should there be no more candidates than the number of open Board positions, the accounting firm will not be contracted to receive ballots, count ballots, or to function as inspectors of the election; instead, these duties will be carried out by the MRPOA office staff.
- C. Ballots distributed at the Annual Meeting in February will be letter-size showing all candidates in alphabetical order with "incumbent" or "non-incumbent" included next to the candidates' name.
- D. One vote per candidate is allowed and no more votes can be cast on each ballot than the number of positions open on the Board. More votes than the number of open positions will invalidate the ballot.
- E. Cumulative voting is NOT allowed and will render a ballot invalid if more than one vote is cast for any one candidate.

IV. Election of Officers

- A. The Election Committee will present a slate of candidates for officers of the Board at the first meeting of the Board of Directors following each Annual Meeting of members. Officers shall be elected annually by the Board, and each shall hold office for one year.
- B. Committee appointments will take place at the first meeting of the Board of Directors following the election of officers. Nominations will be made by the President and the Board will vote on the President's recommendation to take advantage of the President's knowledge of individual Board Members' capabilities.

V. Additional Election Procedures

- A. Except as provided by III-B above, a contracted accounting firm will be inspectors of the election, certify the election, and give the results in writing.
- B. There will be no endorsement of candidates by the Association.
- C. The Election Committee will offer all potential candidates an opportunity to meet with them and discuss the duties of a Board Member. During the petition process, those candidates that chose to continue the petition process will be given a copy of *Board Member Basics- CAI Board Education*. Any such meeting will not be mandatory and will be held at the discretion of the Election Committee.
- D. Candidates, like any other Member, are entitled to request a list of MRPOA Members' mailing addresses pursuant to Arizona law. Any electioneering materials distributed to MRPOA Members must clearly identify that they are being sent out by or on behalf of a candidate and may not contain the official MRPOA logo or mailing address. Furthermore, the following disclaimer must be included in type that is clearly discernable: "Paid for by [INSERT CANDIDATE'S OR OTHER PARTY'S NAME], who is solely responsible for its content. Not an endorsement or official communication of the McCormick Ranch Property Owners' Association, Inc." If any Member violates these election policies during the campaigning process, then the Association may impose monetary penalties for this violation, which may include, but are not limited to, the amount of any costs incurred by the Association in clarifying any confusion created by the Member's electioneering materials.

Approved November 17, 2021, by the MRPOA Board of Directors