

BROOKGLEN COMMUNITY IMPROVEMENT ASSOCIATION

Board of Directors Election and Voting Procedures

1. The Brookglen CIA will hold elections once a year on the 2nd Thursday in January prior to the regularly scheduled Board Meeting. Ballots must be submitted on the official paper ballot and received no later than 7:00pm the day of the election. There will be no voting done by hand raising or other method. Ballots will be mailed to each property owner in December and there will also be ballots available at the Brookglen Community Center from 6:00pm until 7:00pm the day of the election. Resident can mail in the ballot they receive in December as long as it is received prior to election day.
2. One vote per address
3. You must be a property owner or spouse of a property owner to vote or run for a board position. Renters/Tenants living in Brookglen are not eligible to vote or run for a board position. They can, however, volunteer on the ACC committee and/or Deed Restriction enforcement. A Renter/Tenant cannot chair the ACC committee.
4. You must be up to date (in good standing) on your HOA dues in order to be eligible to run for a board position
5. Write-In candidates are permitted as long as they meet the qualifications listed above in #3 and #4. Write-In candidates can add their name to their ballot and/or ask other residents to do the same, no Write-In candidates may campaign inside the voting area (Brookglen Community Center).
6. Positions that are available during each annual election are
 - A) President
 - B) Vice President
 - C) Treasurer
 - D) Secretary
 - E) At-Large
7. Any property owner that wishes to have their name added to the ballot should notify a current board member no later than December 1st so that their name can be added onto the official ballot that is mailed to every property owner. You must also state what position you are running for.
8. Voting will close at 7:00pm on election day (the 2nd Thursday in January) and the votes will be counted by the board or their appointees. Residents are permitted inside while the votes are being counted. The results will be announced by 7:25pm and the regularly scheduled board meeting will begin at 7:30pm. New board members will be sworn in at the beginning of the meeting.

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Approved by Brookglen CIA Board of Directors on November 10th, 2022

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