

CANDIDATES INFORMATION SHEET
AND
AGENDA OF EVENTS

1. Complete and submit Candidate Application, Resume, Candidate Statement and Candidate Questions to SURFSIDE by Tuesday, May 5th, at 5:00 p.m.
2. The Nomination Committee will review all documentation.
3. A picture will need to be added to the information. If you need, your picture can be taken at the Business Office during normal business hours.
4. You will receive a current copy of the SURFSIDE handbook of Bylaws and Covenants to bring you up-to-date on the operations of SURFSIDE.
5. The placing of all candidates' names on all election material will be done by a random draw.
6. You will be asked to participate in SURFSIDE events. An identification tag will be made for you to wear at these events.

May 16, 2015

All Candidates will be introduced to the setting Board of Trustees at the **Regular Board Meeting in May.**

June 20, 2015

Meet the Candidates. This event will be held at 9:00 a.m. at the start of the Regular Board Meeting in June and will be moderated by the Nomination Committee Chairperson. You will be introduced and asked to give a short talk on why you want to be a Board Trustee, and the skills you have for the position. The members will have the opportunity to ask you questions.

July 11, 2015

Candidates will be introduced at the **Annual Meeting** before the voting process takes place.

**QUESTIONS
FOR BOARD OF TRUSTEE CANDIDATES**

Candidate: _____

Date: _____

1. **Why do you want to be a Trustee?**

2. **Do you plan to attend at least 60% of the Trustee meetings as follows:**

A. **Regular business meetings, third Saturday of the month?**

B. **Special meetings called by constituted authority?**

3. **Do you think a trustee can adequately represent the property owners if he or she has 3 consecutive non-excused absences from the regular monthly meetings?**

4. **All Board members will be assigned to oversight committees such as: Water/Field Services Department Trustee, Sheriff Patrol Trustee, Surfside Business Office Trustee and other designated assignments including Trustee advisor to member committees. You may be elected to serve as President, Vice-President, Secretary or Treasurer. Are you willing to accept this responsibility?**

5. **There is a Conflict of Interest Policy in the Surfside Operations Manual. Have you read it and would you have a problem excusing yourself from participation if a conflict of interest came up?**

6. **Except when Board authorization is obtained, there is no travel allowance, are you willing to serve under this condition?**

7. **Offices held in other organizations (optional)**

Additional Comments (if any):

**BOARD OF TRUSTEE CANDIDATE
APPLICATION**

The purpose of this application is to give you, the candidate, a forum to express your willingness to serve on the SURFSIDE Board of Trustees, and to list your reasons and qualifications, via resume, to do so. Our Association requires that you be a "Member in Good Standing" (membership dues paid in full) of SURFSIDE, and that you have a real desire to make our Association and community a better place for all our members.

NAME: _____

ADDRESS: _____

TELEPHONE: _____ (home) _____ (work)

DIVISION _____ BLOCK _____ LOT _____

- Submit a resume including your special skills, abilities, and experiences that you feel would make you an asset to the Association.
- Submit a short Candidate Statement, no more than 75 words, to be given to the Board of Trustees and to be used in the SURFSIDE newsletter, etc. If the Candidate Statement is over 75 words, the Nominating Committee has the right to edit to the correct amount of words. The Candidate has final approval over what is in the Candidate Statement.
- You will receive an agenda of events, given a current SURFSIDE handbook, and asked to participate in some local activities to meet the SURFSIDE members you will be serving.

BY MY SIGNATURE BELOW, I CERTIFY THAT ALL INFORMATION GIVEN IN MY RESUME, CANDIDATE STATEMENT, CANDIDATE QUESTIONS, AND APPLICATION IS ACCURATE AND TRUTHFUL.

**CANDIDATE'S
SIGNATURE:** _____

Thank you for your interest in running for the Board and for supporting the Association.

Your Application, Resume, Candidate's Statement Candidate Questions are to be submitted no later than May 5, 2015 @ 5:00 p.m. Please return the documentation to the SURFSIDE office, either in person or by mail:

Surfside Homeowners Association
ATTENTION: Nominating Committee
31402 H Street
Ocean Park, WA 98640

****DO NOT WRITE BELOW LINE NOMINATING COMMITTEE USE****

DATE/TIME RECEIVED IN THE SURFSIDE BUSINESS OFFICE _____

MEMBERSHIP VERIFIED: _____ BY: _____ (initials) DATE VERIFIED: _____

APPLICATION received _____ RESUME received _____ STATEMENT received _____

QUESTIONS received _____

Candidate Statement accepted by Candidate _____
(Candidate signature)

Surfside Nominating Committee

CRITERIA For Surfside Board of Trustees Candidates

- A paid-up membership in the Surfside Homeowners Association.
- A commitment to attend *at least* 60% of scheduled board meetings, including the annual meeting of the Association.
- A commitment to accept assignment as the Trustee of an Association oversight committee, such as the Water Department or Land & Buildings, and/or as Trustee advisor to member committees, such as the Architectural or Community Relations Committee, and to responsibly carry out the duties of that assignment.
- A willingness to serve as an officer of the Association.

If you meet all of the Nominating Committee's **criteria**, the following statement will be added to your candidate profile: "(Name) meets all of the criteria established for Surfside board membership."

If you do not meet all of the Nominating Committee's **criteria**, the following statement will be added to your candidate profile: "(Name) meets all of the criteria established for Surfside board membership *except* the following: (list of un-met criteria)."

The purpose of the above is to provide voters with appropriate expectations of Candidate participation in Surfside Board activities.