

**RESOLUTION
OF THE
COPPERFIELD HOME OWNERS ASSOCIATION, INC**

SUBJECT: Election Policies

AUTHORITY: The Declaration, Articles of Incorporation, and Bylaws of the Association.

EFFECTIVE

DATE: 12/10/2013

RESOLUTION: The Association hereby adopts a Policy as follows:

1. By Laws Related to this policy.

Per the By laws of the Copperfield HOA Article IV Section 4.1 :

4.1 Number, Tenure and Qualifications. The Board of Directors of the Corporation shall consist of not less than three individuals, and until otherwise changed by an amendment to these By-laws, shall consist of five individuals. Each director shall hold office for the term of two years for which he was elected and until his successor shall be elected and qualified, whichever period is longer. The Directors must be residents of Copperfield Subdivision.

2. Election Process.

Process

- There will be only one ballot accepted per household. The household must be classified as being “in good standing” within the Association and “current” on all dues & assessments.
- Households can vote for up to the number of candidates running for office or less.
- Any ballot with more candidates selected than open positions will be considered a “spoiled” ballot and cannot be counted.
- Any ballot that is deemed unreadable by those tallying the ballots will not be counted.
- The ballot must include your family name, address (or lot number), and signature.
- Ballots without signatures are considered invalid and will not be counted, unless submitted via email.

Several options to submit the ballot:

- **DROP OFF:** The ballot can be hand delivered to the Copperfield Clubhouse and inserted in the locked ballot box that is attached to the exterior wall at the entrance door.
- **MAIL:** The ballot can be mailed to: Copperfield Homeowners Association, P.O. Box 43147, Louisville, KY. 40253.
- **EMAIL** The names of the candidates that you wish to vote for that appear on your paper ballot can be listed in your email to www.CopperfieldKY.com. Include the words BOARD ELECTION on the subject line. If you do elect to email the ballot, the family name, address (or lot number) must be included. Should your family submit more than one ballot in error, only the first ballot received will be counted. All emailed ballots will be printed and date/time recorded on the day received.
- All ballots must be received no later than 7 P.M. on the night of the election. The ballots will be immediately tabulated at that time by the board members not on the ballot. This process will be conducted a minimum of two times to ensure accuracy and consistency.

- Any additional Homeowners in “good standing” may also attend and observe. All candidates are encouraged to attend this meeting.

3. Member Replacement Policy.

Per the By laws of the Copperfield HOA Article IV Section 4.1 :

4.10 Vacancies. Any vacancy occurring in the Board of Directors may be filled by the affirmative vote of a majority of the remaining directors though less than a quorum of the Board of Directors. A director elected to fill a vacancy shall be elected for the unexpired term of his predecessor in office. Any directorship to be filled by reason of an increase in the number of directors may be filled by the Board of Directors for a term of office continuing only until the next election of directors by the Corporation’s Members.

With the approval of this policy, the following process has been adopted as an equal alternative to the by-law.

- Vacancies occurring in the Board of Directors will be filled with candidates from one of the last 2 elections.
- Offers will be made to the most recent candidates first
- The candidate with the most votes will be offered the open position
- If there are no candidates or willing individuals then the HOA will either appoint a candidate (as outlined in the by-laws) or run a mid-term election.

4. HOA Positions

All HOA members are expected to assist and be involved in the management of all areas. The general responsibilities are as follows:

President – Metro Concerns, Deed Restrictions
 Vice President – Pool Maintenance, Tennis Courts, Playground
 Vice President – Landscaping, plowing
 Treasurer – Financial Management, Budget, Insurance
 Secretary – Minutes, Newsletter, Neighborhood Activities/Parties

If a current HOA member is replaced by a new member, then the current HOA members have the option to change their title/position prior to the new member being placed. This is done on a seniority basis – members with the longest continuous term on the HOA get first choice for change.

PRESIDENT’S

CERTIFICATION: The undersigned, being the President of the Copperfield Home Owners Association, Inc., certifies that the foregoing Resolution was adopted by the Board of Directors, at a duly called and held meeting of the Board of Directors on **TBD XX, 20xx** and in witness thereof, the undersigned has subscribed his/her name. (Signature not required)

COPPERFIELD HOME OWNERS ASSOCIATION, INC

By: _____
xxxxxxxxxx – President

By: _____
xxxxxxxxxxxx – Vice President

By: _____
xxxxxxxxxx – Vice President

By: _____
xxxxxxxxxxxx - Treasurer

By: _____
xxxxxxxxxxxx - Secretary