

R-RANCH AT THE LAKE

CANDIDATE'S INTENT TO RUN FOR OFFICE - ELECTION 2024

MUST BE RECEIVED BY THE *ELECTION INSPECTOR BY 5:00 pm MAY 20, 2024

Date:

Name:

Owner #:

Length of Time as an Owner of R-Ranch:

Email:

Contact #:

Please Attach a Current Photo:

Occupation/Current Employment:

What is Your Previous/Current Involvement in R-Ranch?:

List Skills and Employment Experience you feel will be of benefit to R-Ranch:

Why do you want to serve on the Board of Directors?:

These questions can be answered by typing on a separate sheet of paper and attached to this form.

This form can be

Emailed to: electioninspector@rranch.info (Email Preferred)

Mailed to: Inspector of Elections, 1962 Capell Valley Road, Napa California 94558

I certify that I have not been convicted of a felony or declared of unsound mind by a court of competent jurisdiction, and I otherwise meet the qualifications for the Association's Board of Directors as set forth in the Governing Documents.

Candidate's Signature _____

All candidates must be "in good standing." Within 3 days of submitting their Intent to Run form, the Candidate will be contacted by the Inspector of Elections confirming their eligibility to run. To qualify as a Candidate, you must be an Owner at R-Ranch for at least 3 years.

CANDIDATE INFORMATION

The following sets out the duties of each office held on the Board of Directors. The fifth seat would be either a 2nd Vice President or a Director.

President.

The President shall be the chief executive officer of the Association. The President shall preside at all meetings of the Association and of the Board of Directors. The President shall have all of the general powers and duties which are usually vested in the office of the President of a California corporation. The President shall, subject to the control of the Board of Directors, have general supervision, direction and control of the day-to-day business of the Association. The President shall be an *ex officio* Member of all standing committees, shall have such other powers and duties as may be prescribed by the Board of Directors or the Bylaws.

Vice President.

In the absence or disability of the president, the Vice President shall perform all the duties of the President and when so acting shall have all the powers of, and be subject to all the restrictions upon, the President. The Vice President shall have such other powers and perform such other duties as from time to time may be prescribed by the Board or the Bylaws.

Secretary.

The Secretary shall keep, or cause to be kept, the minutes of all meetings of the Board of Directors and the minutes of all meetings of the Members at the principal office of the Association or at such other place as the Board of Directors may order. The Secretary shall keep, or cause to be kept, the seal of the Association in safe custody, as may be applicable, and shall have charge of such books and papers as the Board of Directors may direct; and the Secretary shall, in general, perform all the duties incident to the office of Secretary of a California corporation. The Secretary shall give, or cause to be given, notices of meetings of the Members of the Association and of the Board of Directors required by the Bylaws or state statute to be given. The Secretary shall maintain, or cause to be maintained, a record book of Members, listing the names, share number(s) of each undivided 1/1800 interest, mailing address, email addresses and telephone numbers of Members, as furnished to the Association ("Membership Register"). Termination or transfer of ownership by any Member, upon notice to the Association, shall be recorded in the Membership Register by the Secretary, together with the date of the transfer, in accordance with the provisions of the Restated Declaration. The Secretary shall perform such other duties as may be prescribed by the Board of Directors or the Bylaws.

Treasurer.

The Treasurer shall be the chief financial officer of the Association and shall have responsibility for Association funds and securities and for keeping or causing to be kept, full and accurate accounts, tax records and business transactions of the Association, including accounts of all assets, liabilities, receipts and disbursements in books belonging to the Association. The Treasurer shall be responsible for the deposit of all monies and other valuable effects in the name, and to the credit, of the Association in such depositories as may from time to time be designated by the Board of Directors. The Treasurer shall disburse the funds of the Association as may be ordered by the Board of Directors, in accordance with the Restated Declaration, shall render to the President and Directors, upon request, an account of all of such Treasurer's transactions as Treasurer and of the financial conditions of the Association, and shall have such other powers and perform such other duties as may be prescribed by the Board of Directors or the Bylaws.

Each candidate is encouraged to develop a Candidate's Statement. In this statement you will be letting the Ownership know who you are and why you feel you qualify and want to serve on the board. Each candidate can make up their own statement in any form they choose. The statement is limited to one 8 ½ by 11 page. We encourage you to include a picture on the statement - people may know your face but not your name. In order for your Candidate's Statement to be included in the voting packet sent to the owners it must be received by the ROA (via email or hard-copy in the office) no later than 5:00pm, June 10, 2024. **Candidates MUST include the following on their statement: I declare that I am solely responsible for the content of this statement.**

Directly (or within 30 days) after the voting process is completed at the August 24th annual meeting, the Board and its new Directors will meet in Executive Session for the purpose of selecting officer positions and the transaction of other business.

There are 4 mandatory quarterly Board of Director meetings which are traditionally attended by Owners plus the August annual meeting held to appoint incumbent or duly voted Board of Director members for the coming year. In addition to these mandatory meetings there are several additional board meetings throughout the year which each member is expected to attend.

Being a board member requires a good deal of time from each member. Board members traditionally come to the Ranch on a regular basis. They also traditionally help out in any way they can at the Lodge functions, although it is not mandatory.

Board Members should be available in the event there is an emergency to assist Ranch staff.

As required by all RV Owners, board members with RV's in the campground must adhere to the current rules regarding overnight stays during In Season and Off Season.

- All new Directors must have their names added to the liquor license within 30 days of being installed on the BOD. Part of the requirement includes finger printing and a background check.
- All Directors must be added to the bank accounts for signing authority.
- All Directors must take a class in regard to our water supply.

The Ranch does provide Directors and Officers insurance (D&O) but you may want to purchase additional coverage which is available through your homeowners insurance. Any additional insurance expense over and above the D&O provided through the Ranch insurance would be at your own expense.

It is helpful if candidates have basic computer skills, be able to use email, print documents and possess basic letter writing skills.

Candidates must be in good standing when they submit their Intent to Run form and remain in good standing throughout the entire campaigning process. If elected, the candidate must remain in good standing for the duration of their term. If, for any reason, a candidate does not remain in good standing it would be cause for the BOD to remove that person as a board member.