



# Stonebridge Ranch Community Association (SRCA)

## 2022 Annual Election

### Call for Candidates: Directors for SRCA Board

#### SRCA BOARD OF DIRECTORS

As a not-for-profit Board of Directors, the SRCA Board is responsible for operational oversight of the Stonebridge Ranch Community Association, Inc. Major areas of oversight include operational excellence, governance and policy decisions, and financial approvals through annual budget adoption and project funding decisions. There are seven directors on the SRCA Board elected by homeowners. From those seven directors, four officers are elected by the Board.

For the 2022 election, there are three director positions to be elected. This call for candidates is open to any SRCA homeowner. All candidate submissions will be reviewed by the SRCA Nominating Committee, and candidates will be interviewed by the Committee. The Nominating Committee will recommend candidates for election to the SRCA BOD (Board of Directors). The names of all candidates who want to be listed on the ballot will be listed.

#### DUTIES, TIME COMMITMENT & OTHER REQUIREMENTS

To meet the duties required by the SRCA *Covenants, Conditions, and Restrictions* and the *Bylaws*, the Board of Directors annual meeting schedule and requirements include the following:

- Board Meetings: 12 per year, during business hours, minimum of four to five hours per meeting;
- Board Level Committee Meetings: 12 meetings per year, during business hours and evenings, minimum one to two hours per meeting;
- Board Liaison Committee Meetings: 10 to 12 per year, during business hours and evenings, minimum one to two hours per meeting;
- Strategic Planning: one all-day session per year, during business hours, six to eight hours;
- Other Meetings and Events:
  - > Annual Meeting: One per year in March, three to four hours;
  - > New Homeowner Receptions: Two per year, two to three hours each;
  - > Committee Appreciation Reception: One per year, two to three hours;
  - > SRCA Social Events and Activities: Attend whenever possible.

With meeting preparations, attendance, follow-up, and additional tasks, the SRCA Board member averages a minimum 10 to 15 hours per week in service to the community. Board candidates must have a working home computer and Internet access. The candidate should be proficient in general business applications such as Microsoft Word, Excel, PowerPoint, SharePoint, Outlook, and Adobe Acrobat.

#### INSTRUCTIONS TO SUBMIT FOR SRCA BOARD DIRECTOR CANDIDATE

Provide written answers to the questions on the reverse side of this form in a single document with a total word count of less than 1,000 words. Submit the document with your signed form no later than **Friday, Jan. 7, 2022, at 5 pm CST** to the association office at 6201 Virginia Parkway. Forms may be mailed or dropped off in person. Office hours are M-F, 8:30 AM to 5 PM. After hours, you may drop your documents in the mail slot by the front door.



1. Are you the current owner of record of a property lot within Stonebridge Ranch?
2. Do you currently have a past-due association account balance? If "yes," provide a brief explanation. Do you have any current, pending association violations? If "yes," provide a brief explanation.
3. Briefly introduce yourself. Include your background (business, volunteer, or other experience), the number of years you have been a Stonebridge Ranch resident, etc.
4. To which area(s) do you feel you could make the greatest contribution? Why? (i.e. Finance, Landscape & Grounds, Communications, Amenities, Social, Modifications, etc.)
5. What are your reasons for wishing to volunteer your service on the SRCA Board of Directors?
6. What volunteer activities have you been involved in with SRCA and/or not-for-profit or non-profit associations?
7. Do you have a potential conflict of interest and/or time in either your current professional or another volunteer role that could affect your capacity to serve on the Board? If so, please disclose.
8. What challenges or opportunities do you believe SRCA is currently facing? What challenges or opportunities do you anticipate SRCA confronting in the future?
9. Experiences and Attributes for SRCA Board Success --- In addition to answering the questions above, please describe your work and background in the areas and attributes listed below. *Applicants are not required to have experience in every area to be considered.*
  - Board or Committee Experience
  - Executive/Leadership Experience
  - Critical, strategic, and innovative thinking
  - Knowledge of/experience with:
    - > Homeowner or property owner associations organization
    - > Organization of annual budgets greater than \$1M
    - > Not-for-profit organizations, legal duties of a board, and/or management
  - Knowledge of SRCA and its governing documents
  - Willingness and ability to serve as a director and perform all tasks required of the role

**By filing as a candidate for the SRCA Board of Directors, I acknowledge that, if elected, I will fulfill all Director responsibilities as described in the SRCA Governing Documents, as well as the time commitment and other requirements noted above. I am aware and accept that my answers to the questions above will be published in the March 2022 edition of Stonebridge Ranch News, linked publicly at [www.stonebridgeranch.com](http://www.stonebridgeranch.com), and shared with SRCA homeowners via other official SRCA communication channels (including SRCA E-News and the SRCA Facebook group).**

**If I am not nominated by the Nominating Committee, I want my name listed on the ballot for election (check one):**

**Yes**     **No**

*The info provided below the dotted line is for internal use only and will be kept private.*

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\_\_\_\_\_  
*Signed* *Date*

\_\_\_\_\_  
*Name (printed)* *Email address*

\_\_\_\_\_  
*Home address*

\_\_\_\_\_  
*Phone (home)* *(cell)* *(work)*

