

Elections



Advisory Committees

The Elections Committee is one of the three Board Advisory Committees that are permanent, per Ocean Pines By-Laws.

Aquatics

Budget & Finance

Golf

Recreation & Parks

Strategic Planning

By-Laws & Resolutions

Communications

Environment & Natural Assets

Marine Activities

Racquet Sports

Architectural Review

Elections

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Advisory Committees



Ocean Pines volunteer opportunity



Provide Board of Directors with sound advice based upon committee members' expertise, research & analysis



Encouraged to make recommendations to Board on any matter or issue within the committee's purview which will enhance management & functioning of OPA



OPA Charter & By-Laws direct Board to establish & appoint members of committees as necessary

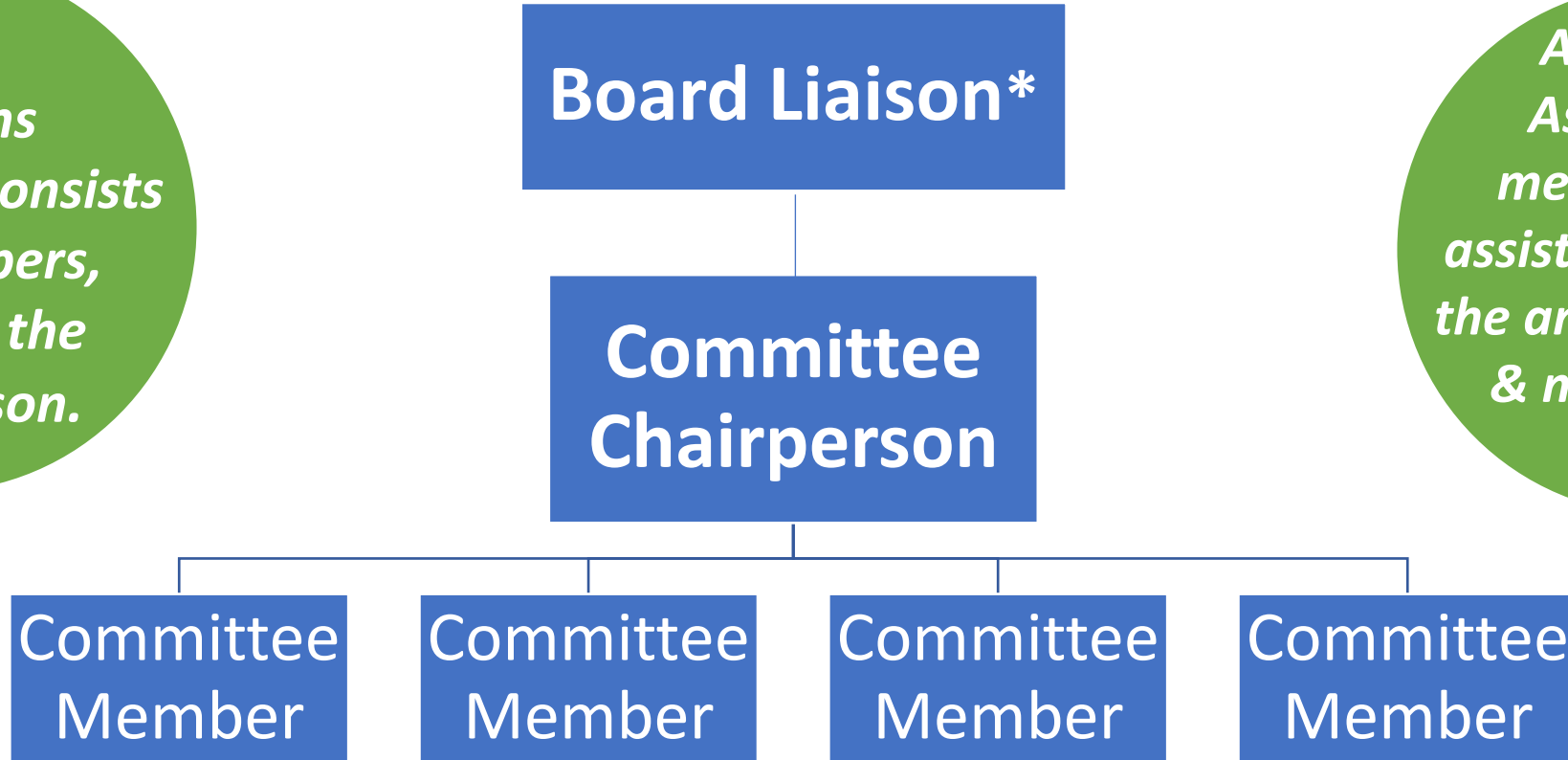
Elections Committee Purpose

The Elections Committee administers the voting process for the election of members to the Board of Directors. In addition, the Committee shall organize, conduct, and supervise Association sponsored candidate forums; supervise voting at the annual or special meetings of the members of the Association; and organize and supervise voting by the members on referendums. The committee meets as needed during election season.

Elections Committee

The Elections Committee consists of 5 members, including the Chairperson.

Additional Association members may assist with forums, the annual meeting & manual vote counts.



**If the appointed Board liaison subsequently becomes a candidate for reelection, the President shall appoint a Director who is not seeking reelection.*

Elections Committee Functions

Recommend to the Board procedures necessary to fulfill Committee responsibilities

Organize & conduct Association-sponsored candidate forums

Plan & supervise distribution, collection, verification & counting of ballots for elections & referendums

Certify in writing results of elections or other voting supervised by Committee

Advise presiding officer as to the presence of a quorum at the annual or special meetings of the members

Conduct, at the request of presiding officer, a count of votes taking during annual or special meetings of the members

Voting Rights

One vote is granted per lot, condominium unit or single-family attached dwelling that is owned by the member.

Payment of the annual assessment and any assessed interest required at least 35 days prior to the voting deadline.

If a lot, unit or dwelling has multiple owners, any ONE of the owners may vote.

Board Candidates

 ATTACHMENT B
OCEAN PINES ASSOCIATION, INC.
BOARD OF DIRECTORS [YEAR] CANDIDATE REGISTRATION FORM

1. Applicant's Full Legal Name: _____
(Attach a copy of a state issued ID)

Property Owned
I have owned property in Ocean Pines since (date): _____

List of all Ocean Pines property addresses for which I have an ownership stake:

(If your legal name as provided on your state issued ID does not appear on the property deed(s) listed, you are required to attach supporting documentation for proof of ownership.)

Contact Information: Home Phone _____ Mobile Phone _____

Primary Phone to use: Home Phone _____ Mobile Phone _____

Email Address: _____

Primary Mailing address if different from above: _____

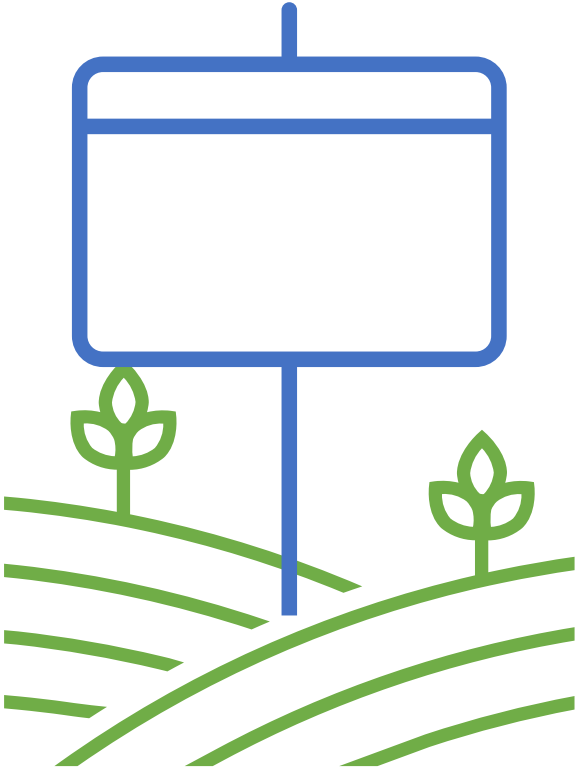
- Candidates** must be **owners of record** of real property in the Association on the **first day of January** of the year in which the election is to be held and be eligible to vote
- Candidates** must submit an application form no later than **May 10**
- Candidate Registration Form** available at <https://www.oceanpines.org/web/pages/board-of-directors> or the Administration Building

Board Candidates

- ❑ **Association Secretary** verifies candidate eligibility by **May 15** and submits list of eligible candidates to **Elections Committee by June 1**
- ❑ **Elections Committee** holds a **workshop** and **candidate draw** for ballot order for all eligible Board candidates
- ❑ Elections Committee hosts 1-2 **Candidate Forums** to introduce voters to the Board candidates



Election Signs

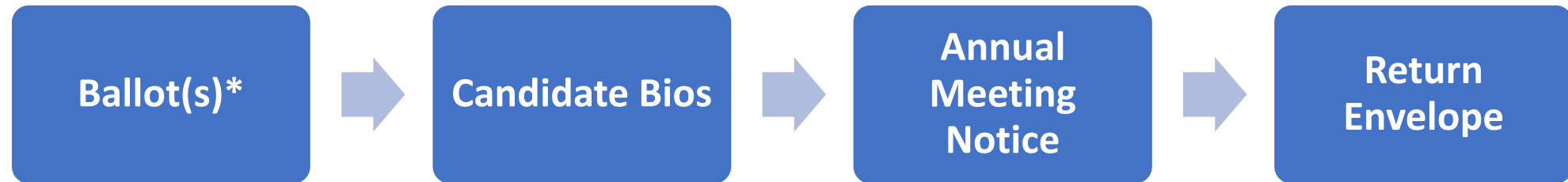


According to Architectural Review Committee Guidelines, Board candidate signs:

- Shall be a **maximum of 4 sq. ft.**, no side greater than **38 in.**
- Cannot exceed **5 ft.** from ground to top of sign
- Must be removed within **7** days after an election
- Only **1** sign per candidate at any one time in front of property
- Signs with **multiple candidate names** are permitted
- Waterfront lots, golf course lots and lots backing on Rt. 589, Rt. 90 or Beauchamp Rd. may place signs in **front** and **rear** of property

Voter Packages

A single voting package is sent to each lot or unit eligible to vote and includes:

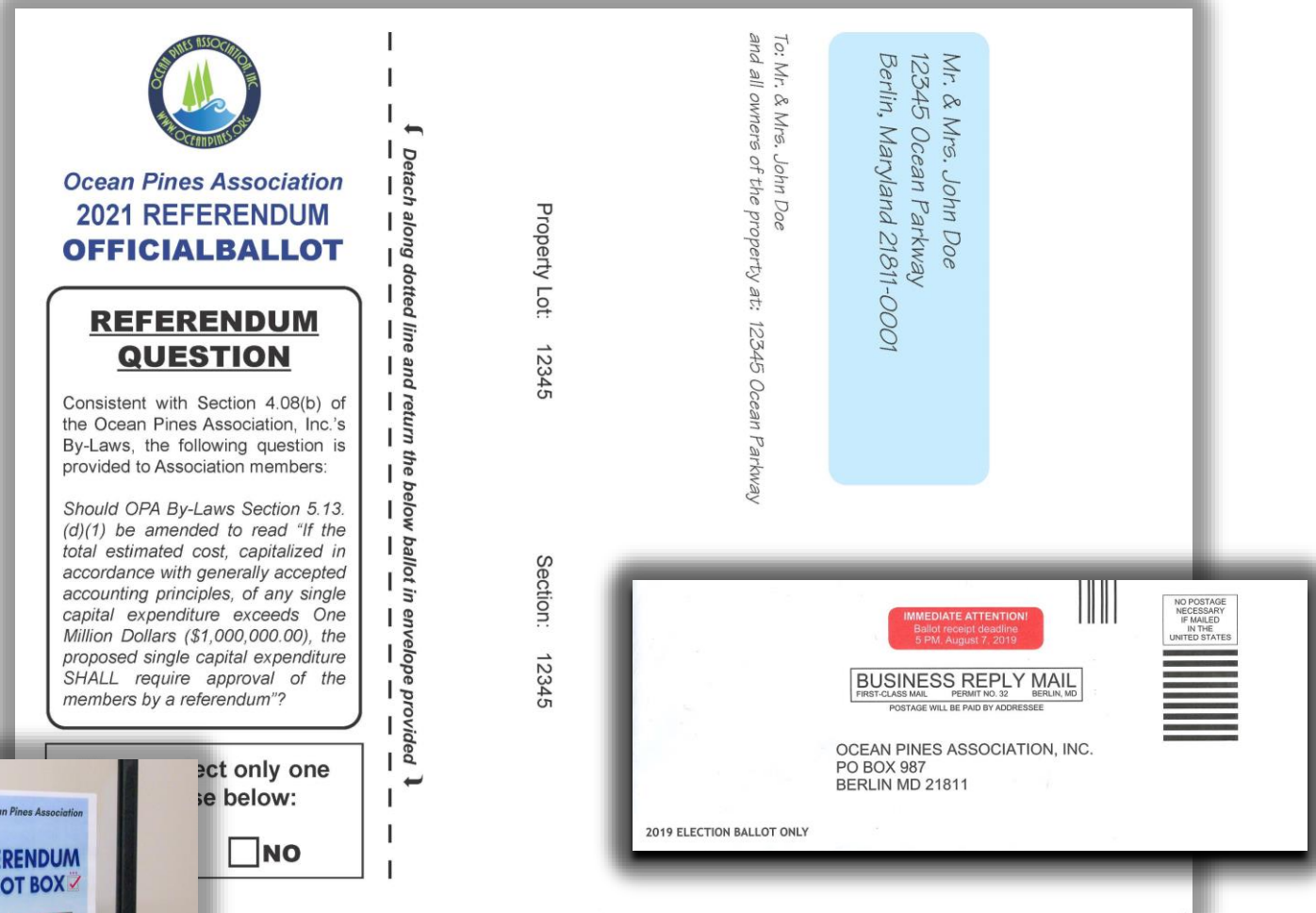


Referendum voter packages include a ballot and information about the issue(s) on which property owners are asked to vote.

**Separate ballots are used for both Board elections and referendum issues when both are being voted on at the same time.*

Ballots

- Members receive voting packages at the mailing address on record with the Association
- Ballots for Board of Directors elections include statements from the candidates
- Ballots must be returned in envelope included in voting packages
- Ballots may be returned by mail or placed in the ballot box (usually located at the Ocean Pines Police Department)



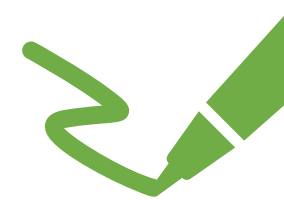
Invalid Ballots

A ballot is NOT counted if:

IT IS RECEIVED AFTER THE DEADLINE



IT CONTAINS WRITING



IT IS NOT RETURNED IN THE OFFICIAL RETURN ENVELOPE



A BALLOT HAS ALREADY BEEN COUNTED FOR THE PROPERTY (DUPLICATE BALLOT)



Election Timeline

MAY 10

Application deadline for candidates

MAY 15

Association Secretary verifies candidates' eligibility (no later than)

JUNE 1

Association Secretary submits list of eligible candidates to Elections Committee (no later than)

WITHIN 10 DAYS OF RECEIPT OF LIST OF ELIGIBLE CANDIDATES

Elections Committee meets with candidates to discuss election process and hold candidate draw for ballot order and seating position at candidates' forums

Election Timeline



THIRD FRIDAY IN JUNE

Application deadline for additional Board candidates, if deemed necessary by the Board

FIRST FRIDAY IN JULY

Election materials submitted to Association Secretary for printing (no later than)

35 DAYS PRIOR TO VOTING DEADLINE

Annual assessment must be paid by Association members in order for them to vote

WEDNESDAY BEFORE ANNUAL MEETING

Ballot deadline

Election Timeline



THURSDAY BEFORE ANNUAL MEETING

Ballots counted and vote totals announced



SECOND SATURDAY IN AUGUST

Annual Meeting and validation of election (If Annual Meeting is not held due to lack of a quorum, the Board shall hold a special meeting to receive the voting results from the Elections Committee and validate the election of Directors.)



WITHIN 30 DAYS OF VOTING BY BALLOT

The Elections Committee Chairperson submits a written report to the Board of Directors

Governing Documents

Ocean Pines Association By-Laws

See Articles III, IV, V

Book of Resolutions

See Resolutions C-08, M-06

Contact

Email

elections@oceanpines.org

Elections Voicemail

410-208-3989

To Update Mailing Info and/or Property Owner

Email

member@oceanpines.org

Phone

410-641-7717

Online

Visit the Member Login page at oceanpines.org

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Elections Committee. A Board appointed committee with the operational responsibility of administering the elections and referendum process.

-Resolution M-06, Elections and Referendum Procedures
Ocean Pines Association Book of Resolutions