

## NOTICE OF ANNUAL ELECTION OF DIRECTORS (AND OF TIMELINE AND PROCEDURES FOR THE ELECTION)

Date of Notice: March 2022

The governing documents for the Rocky Ridge Properties Owners' Association call for annual elections for a portion of the seven seats on the Association's board of directors. The directors are elected through a vote of the homeowners within the Rocky Ridge development (each homeowner also is a "member" of the Association). Each director serves for a term of two years. Three of the seven director seats are up for election in 2022; these seats currently are held by Stephen Dohrmann, Robert Schuchardt and Nick Farwell. The seats for the other four current directors will be up for election in 2023.

The 2022 director elections will be handled as follows:

- (1) The Board of Directors has appointed Ray O'Neal to serve as the Inspector of Elections with respect to the 2022 director election, and Ray has accepted such appointment.
- (2) The Board has established a timeline for the election which (a) will permit ballots to be tabulated, and results announced, at the annual meeting of the members of the Association at the Rocky Ridge Beach Clubhouse at **11:00 a.m. on Saturday, September 3, 2022**, and (b) to the best of the Board's knowledge, will comply with the requirements of the Association's Election Rules and the provisions of California law.
- (3) Owners who are current in their payment of assessments to the Association may self-nominate themselves to run for a director seat by contacting the Property Manager, Bill (Yates) Bauder, to such effect in writing (by email to [rrpoa@sbcglobal.net](mailto:rrpoa@sbcglobal.net)) by **5:00 p.m. on June 1, 2022**.
- (4) Candidates may provide a candidate statement of up to 350 words. These statements will be circulated by the Inspector of Elections. The statement should be provided to the Board's Secretary (Bruce Shepherd) by email to [rrpoa@sbcglobal.net](mailto:rrpoa@sbcglobal.net). The statement will not be accepted or used in connection with the election unless so provided by **5:00 p.m. on June 8, 2022**.
- (5) By **June 16, 2022**, the Inspector shall provide the members with a notice setting forth the following:
  - The names of the candidates timely nominated to run as candidates in the election;
  - The date, time and location of the election (i.e., the Rocky Ridge Beach Clubhouse at 11:00 am on Saturday, September 3, 2022); and
  - The deadline for submission of ballots (5:00 pm on **Friday, September 2, 2022**), and the address to which ballots must be returned, in order for ballots to be counted in the election (i.e., the ballots should be mailed to PO Box 432, Tahoe City, CA 96145, Attn: Inspector of Elections – Board Election).
  - A statement that (a) the Inspector has compiled a list of candidates, and that the candidates may verify the accuracy of their individual information on the candidate list, provided that such verification is completed (by email to [rrpoa@sbcglobal.net](mailto:rrpoa@sbcglobal.net)) by **5:00 pm on July 15, 2022**, and (b) the Association has compiled a list of members, and that the members may verify the accuracy of their individual information on the voter list, provided that such verification is completed (by email to [rrpoa@sbcglobal.net](mailto:rrpoa@sbcglobal.net)) by **5:00 pm on July 15, 2022**.
- (6) No earlier than 30 days after circulation of the notice described in section (5) above, and in any event **at least 30 days prior to the deadline for submission of ballots**, Yates shall circulate ballots for the election (along with any candidate statements duly submitted) to the members in accordance with the voter list. The instructions accompanying the ballots shall inform members that in order for ballots to be counted as part of the election, the ballots must be duly returned **before 5 minutes after the member meeting on September 3, 2022 is called to order**. Additional instructions for the return of ballots will be set forth in the cover letter distributing the ballots.
- (7) The ballots will be tabulated during the meeting and the three candidates receiving the most votes will be elected as directors for the three seats. The election results (a) will be announced at the end of the meeting of members, (b) will be entered in the minutes of the Board of Directors at the next board meeting, and (c) shall be announced to the members by general notice by **September 17, 2022**. The announcement of the tabulated results shall include a statement that the Inspector shall retain the ballots, the candidate list and the voter list for a period of one year, subject to any additional mandates set forth in the Election Rules or California law.

The above represents a summary of the election process. The election process is subject to additional requirements set forth in California law and in the governing documents (including the Election Rules) of the Association.