



Rules of the Springhurst Community Association January 1, 2022

Annual Meeting and Election

The Bylaws of the Springhurst Community Association state that the Board of Directors shall be elected at the annual meeting of the members. These rules set forth the process to comply with those Bylaws and assure a proper election of directors to represent the community.

1. The SCA Board will establish the Annual Meeting date per Article 1.1 of the SCA Amended Bylaws.
2. Notice of the Annual Meeting and election of directors will be mailed to all members between ten (10) and thirty-five (35) days prior to scheduled annual meeting date per Article 1.4 of the SCA Amended Bylaws. Meeting notices will include date, time and location, and a proxy form.
3. If a member cannot attend the meeting and election, the member may appoint a person who will attend the meeting to cast votes on their behalf using the proxy form.
 - a. Each section of the form must be completed in order for a proxy to be valid. The form must be signed by the member, or if an entity, by a trustee, officer, member or general partner of the entity.
 - b. The member must either name a proxy to cast their vote or designate a board officer (president, vice-president, secretary or treasurer) as proxy if the name of another member who will be present is not known by the member.
 - c. Completed proxy forms must be returned to the SCA Office if the named proxy is a board officer, or given to the person named as proxy to bring to the meeting. Proxy forms are not valid if the designated proxy is not present at the meeting.
 - d. Members must be in good standing to vote in the election either in person or by proxy.
4. Prior to the scheduled meeting date, the Property Manager shall prepare a sign-in roll of members for each village.

5. The Property Manager shall register members as they arrive and deliver one ballot per address to those members in attendance and one ballot to each person presenting a valid proxy.
6. In the event a property is owned by a Trust, the Trustee must be present or appear by proxy. If a property is owned by an entity, an officer, member, or general partner must be present at the meeting or appear by proxy.
7. Directors will be elected for positions with expiring terms.
 - a. Nominees must be Members of the Springhurst Community Association in good standing.
 - b. Members may self-nominate for an open board seat, or may nominate another member, providing that member has previously agreed to the nomination.
8. Nominees may address the membership, introduce themselves, and present their willingness, and reasons for, serving on the board. Members may ask questions of nominees.
9. Members and designated proxy holders may cast votes for directors representing their own village and for all at-large positions.
10. The property manager will collect all votes at the end of the meeting.
 - a. The presiding officer will announce the election of a director who is not opposed on the ballot.
 - b. Should two or more candidates be nominated for a single position, the property manager will collect the ballots. The manager will validate voting eligibility for all member ballots, determine a final tally and announce election results by U.S. Mail.
11. The Property Manager shall retain the roll of residents, the completed ballots and all submitted proxies (both validated and defective) for a period of one (1) year from the date of the meeting.

These rules are adopted in addition to all other enforcement means which are available to the Springhurst Community Association through its Bylaws, Articles and Kentucky state law. The use of this process does not preclude the Association from utilizing any other enforcement means. Likewise, the Association will not be bound by precedent in any enforcement matters, and the Association's failure to enforce its covenants and rules with respect to any particular resident shall not serve as a defense to enforcement proceedings against another resident.