

Reflection Lake Community Association

RLCA Board Election Guidelines

1. The RLCA Board will call for volunteers to form an Election Committee at least three months before the election, made up of several owners that are not current directors or candidates in the upcoming election. After the formation of the committee, it will be independent of the RLCA Board of Directors. RCW 64.38.025
2. The Committee will provide minutes to the RLCA Board of Directors after every meeting.
3. The Election Committee will meet in a public place and at a time most convenient for committee members.
4. The ballot the Election Committee produces will only be concerned with electing directors for the RLCA Board.
5. There should be four weeks allowed for self-nomination. Election committee will advertise on the website, reader board, emails and phone calls.
6. Candidates must be Association owners for at least one year prior to election day, and current on their dues. Bylaw 5.2
7. Candidates should provide a one paragraph Bio to be printed along with the ballot for the community. This biography will not be edited by the committee.
8. Ballots will provide space for write-in candidates.
9. Ballots will be mailed at least three weeks prior to any election. Included with the ballot will be a bio and a self addressed envelope. Ballots can be dropped off in person at the annual or special meeting. If owners choose to use the proxy option, a proxy must be recorded with the secretary of the association. Bylaw 10.2
10. Owners will identify themselves, and their Block(s) and Lot(s) number(s) on envelopes containing ballots, as modeled by Washington State elections.
11. Election results for each candidate will be shared at the Annual or Special Meeting and posted on the website.
12. There will be at least three vote counters, at least one of which will not be an owner in the RLCA. No current directors or candidates will be counters. Results should be confirmed by the counters. Counters will sign a document as to accuracy and confidentiality.
13. Ballots and envelopes will be filed with the Secretary of the Association and kept in a secure locked location.

May 2, 2023 Adopted by the RLCA Board of Directors

Relevant Bylaws and RCWs

Bylaws

5.2 Number and Qualifications of Directors. The Board of Directors shall consist of nine directors plus three alternates, all of whom shall be members of the Association for at least one year prior to being elected and current on dues. No reduction of the authorized number of directors shall have the effect of removing any director prior to the expiration of his/her term of office.

10.1 Voting. Except as otherwise provided by law, only members in whose names memberships entitled to vote stand on the records of the Association on the record date for voting purposes fixed as provided in ARTICLE XI, paragraph 11. 1 of these By Laws, shall be entitled to vote at such annual or special meeting. Such vote may be by voice or by ballot. However, all elections for directors must be by ballot, if before the voting begins, demand for “by ballot vote” is made by a member of the Association. Except as otherwise provided herein, each member is entitled to one vote for each lot owned by him/her.

10.2 Proxies. Every member entitled to vote or execute consents should have the right to do so either in person, or by an agent, or agents authorized by a written proxy executed by such member or his duly authorized agent, and filed with the Secretary of the Association. However, no such proxy shall be valid after the expiration of eleven months from the date of its execution unless the person executing it specifies therein the length of time for which such proxy is to continue in force, which in no event shall exceed seven years from the date of its execution.

RCW 64.38.025

Board of directors—Standard of care.

(2) The board of directors shall not act on behalf of the association to amend the articles of incorporation, to take any action that requires the vote or approval of the owners, to terminate the association, to elect members of the board of directors, or to determine the qualifications, powers, and duties, or terms of office of members of the board of directors; but the board of directors may fill vacancies in its membership of the unexpired portion of any term.

Mediated Settlement Agreement

B. Governance

4. There will be complete transparency by the RLCA in all RLCA elections and votes. Proxy ballots are not required for any vote unless an individual member requests a proxy ballot. Proxies may be allowed as provided by the Bylaws. Any RLCA member shall be allowed to review election ballots that have been cast upon request unless prohibited by law or the Bylaws.