



## Your Association Needs You in 2024!



*There is no better way to support your community than volunteering for the Board of Directors*

At this year's annual meeting, homeowners will be asked to vote for **two open director positions**, these are three-year terms (don't worry, if you can't serve out your term, that's okay).

### *How to Run for the Board*

1. Homeowners must self-nominate (please do not nominate another person but do ask them to self-nominate).
2. Answer a few questions about you! We'll share these with the community prior to voting.
  - a. Tell your neighbors a little bit about yourself.
  - b. What is motivating you to volunteer for the board?
  - c. What do you believe are the most important challenges facing the community?
3. Send your nomination to property manager Tim Cannon: [tim@propertymanagementservicesmaine.com](mailto:tim@propertymanagementservicesmaine.com).
4. If you do wish to run, please let us know **no later than May 9<sup>th</sup>**.
5. If you have any questions, you may contact any one of the current board members or Tim at Property Management Services of Maine at (207) 289-2145, extension 705 or by email (see above).

*For more information, refer to the FAQs on the following page.*

## ***A Few FAQs About Being A Board Member***

### ***Are board members appointed or elected?***

Board members are elected by the homeowners of the association at the Association's annual meeting. This year the annual meeting will take place on Saturday, May 25<sup>th</sup> at 9:30am.

### ***What is the term of each board seat?***

Three years.

### ***What happens if I move, or I cannot complete a full term?***

If you cannot complete the full-term you may resign and the board will select another owner to fulfill the remainder of your term.

### ***How much time is required to be a board member?***

It can vary depending on your level of involvement, generally 3-4 hours per month. On average, the board meets once per month to discuss and vote on association matters. The rest of the time may involve reading proposals, speaking with the management company, and chatting with fellow homeowners. There are times every board member is unavailable for meetings, that's why the board has 5 to 7 members.

### ***What are the duties and responsibilities of a board member?***

The board oversees the management of the association. This includes making sure the association declarations and bylaws are being followed, setting the annual budget, approving contracts for services such as landscaping and snow plowing, approve bids for maintenance and repairs, maintain rules for the association, and direct and oversee the work of the property management company. While that may sound like an enormous set of tasks, the property management company does a lot of the groundwork and with 7 board members there's plenty of help.

### ***What's the best advice for a "newbie" board member?***

Remember that owners have elected you to do what is best for the association. Sometimes that may not be what is most "popular". Be open minded, listen to all points of view, consult with experts, and then make the call you feel is in the best interests of the association.

### ***How can I learn more about being a board member?***

There is a wealth of credible information on the internet, but perhaps one of the best ways to learn more is to speak with a current board member.